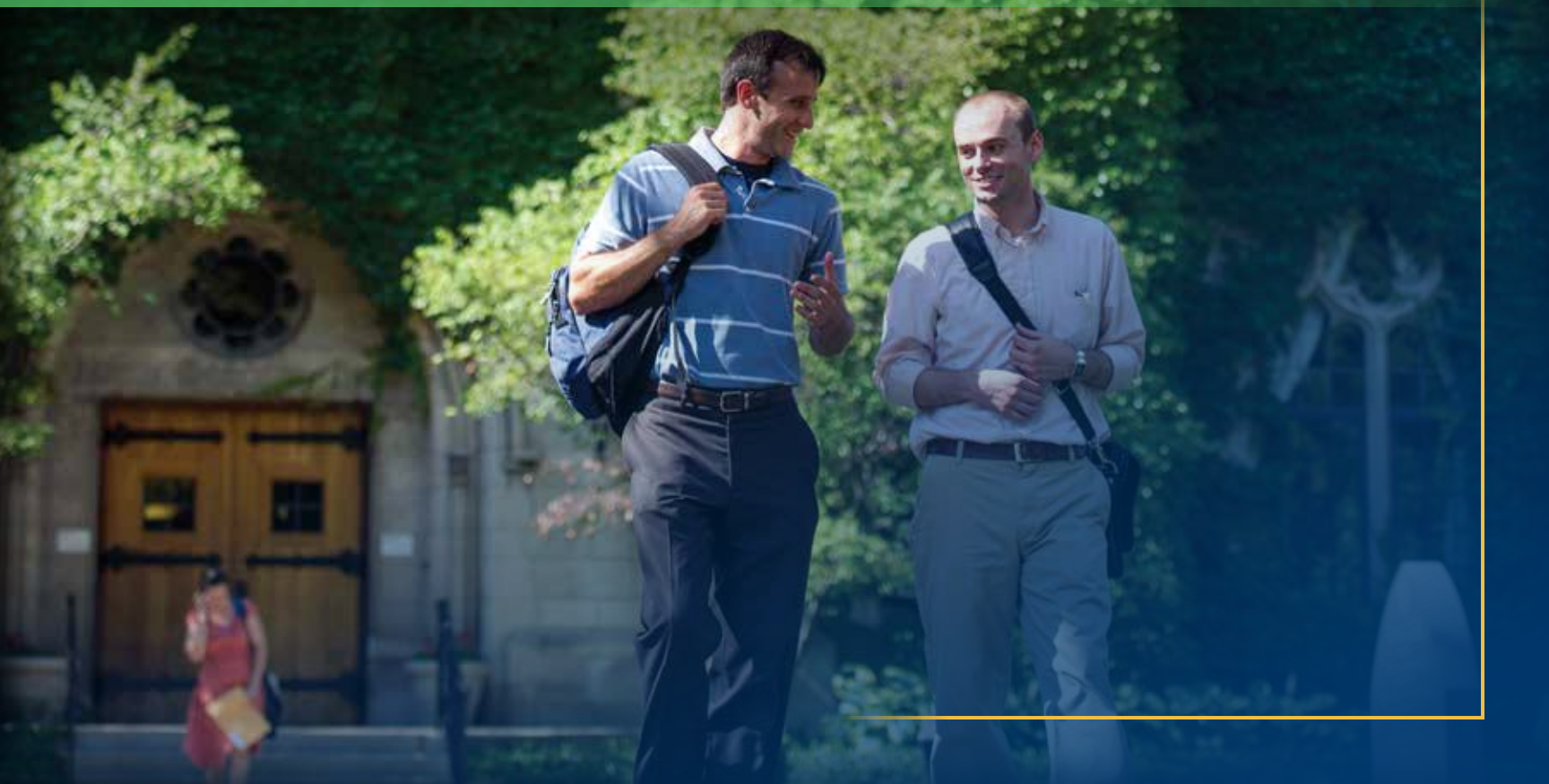




That's Dominican.

2014-2016 Bulletin **Library and Information Science.**



Powerful Programs. Proven Results.



Kate Marek, PhD
Dean and Professor

Welcome

Welcome to Dominican University's GSLIS! In our programs, we prepare students for a wide range of 21st century information jobs, including work in libraries, archives, and businesses. Our American Library Association accreditation recognizes our program with the gold standard for job preparation in library and information science; our innovative curriculum and exceptional faculty provide further guarantees to students that their tuition dollar is well spent.

As you review our bulletin, note that we offer the Master of Library and Information Science as well as a Master of Professional Studies and a variety of special certificates which can be completed along with your Master's degree or which can be earned separately. We also welcome students-at-large who may want to take courses without being officially accepted into a Master's program. Take a few minutes to visit our website and get to know our faculty through their introductory videos, where each one describes to you an area of specialty within our field. Those specialties in today's society include children's services, archives, research, digital libraries, community learning, information organization, data analysis, data curation, health informatics, web-based information services, and social media.

Our Chicagoland location gives our students access to practice-based learning as well. For example, our students are involved in a long-term project with the radio station WFMT to expand access to the extensive audio archive of Studs Terkel. GSLIS students have also worked with the Hubbard Street Dance Company to make its video archive available to researchers, media, and dance aficionados; among other exciting projects. Our Community Informatics course, co-taught with Dominican's Graduate School of Social Work, offers the opportunity for students to work with Austin Coming Together, a nearby community service center. GSLIS continues to expand partnerships with area libraries and businesses such as these.

An investment in graduate professional education is one that keeps giving throughout your life. Choosing a degree in library and information science will provide you with foundational skills and knowledge for a lifetime vocation in libraries and information services—preparing you for a job you'll love, in a career where you can make a difference.

That's Dominican.

Degree and Certificate Programs

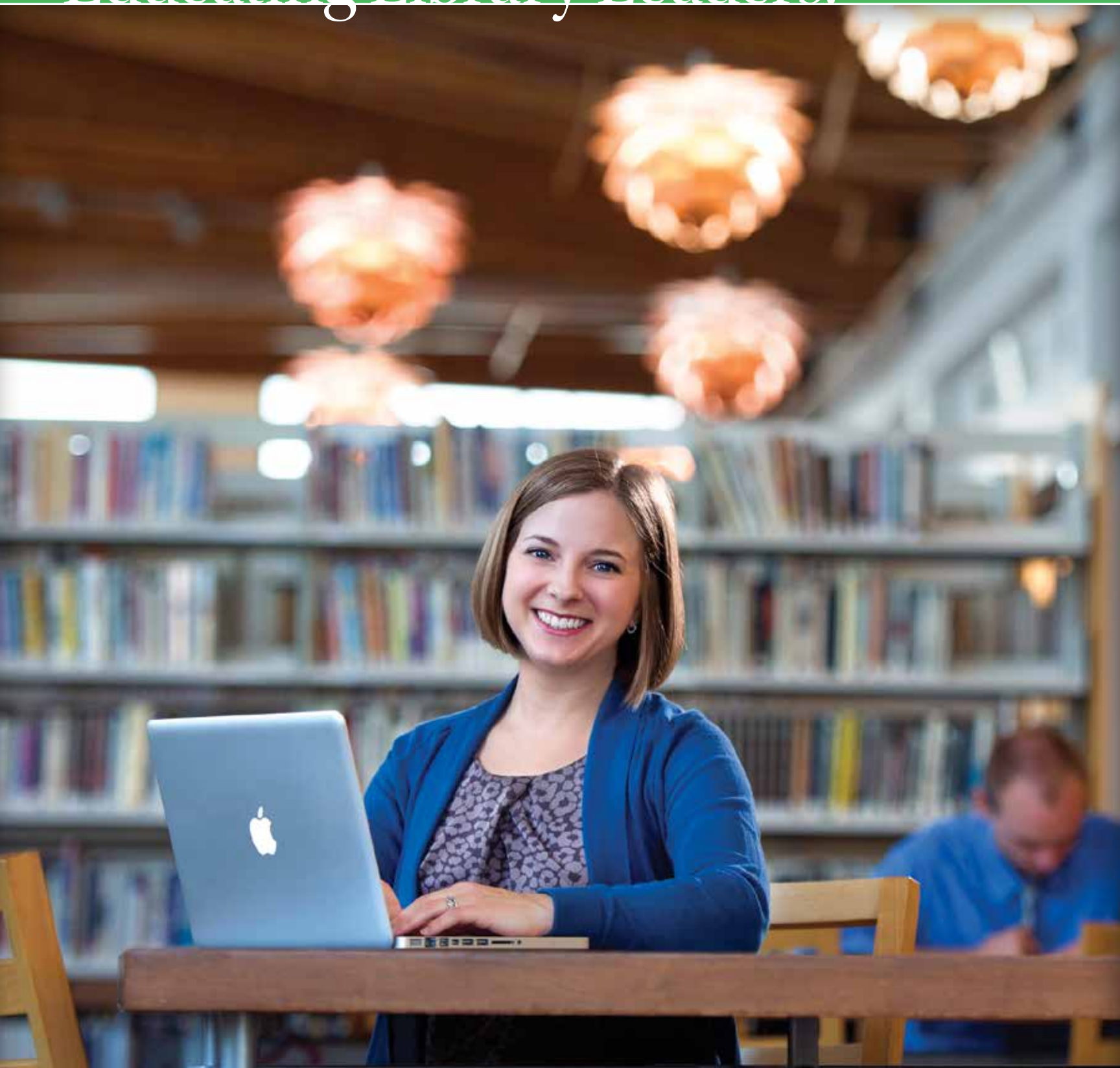
- 3 **GSLIS Student Learning Goals and Outcomes**
- 4 **Master of Library and Information Science**
- 5 **Master of Professional Studies in Library and Information Science**
- 6 **PhD in Library and Information Science**
- 7 **Accelerated MLIS/PhD Option**
- 8 **Dual-Degree Programs**
 - Master of Business Administration
 - Master of Social Work
 - Master of Divinity
 - Master of Arts in Public History
 - Dominican Accelerated BA/MLIS Option
- 9 **Certificate Programs**
 - Certificate in Archives and Cultural Heritage Resources and Services
 - Certificate in Data and Knowledge Management
 - Certificate in Digital Curation
 - Certificate in Digital Librarianship
 - Certificate in Informatics
 - Post-MLIS Certificate of Special Study
 - Certificate in Web Design
 - Certificate in Youth Services
- 10 **School Library Media Program**

Admission Information and Student Resources

- 12 **Admission**
- 14 **Financial Aid**
- 15 **Scholarships**
- 16 **Student Support and Involvement**
- 17 **Scholarly Endeavors**
- 18 **Academic Policies and Student Conduct**

The traditional librarian role has given way to a global demand for experts in the creation, dissemination, location, evaluation, selection, acquisition, organization, storage, retrieval, and preservation of information. This demand is due to increasingly complex societal information needs and the development of specialized library and information services. The result is a need for professionals who can access and interpret a wealth of internal and external information rapidly and effectively for organizations in the public and private sectors.

Educating Library Leaders.



“The professors were fantastic! I was surprised at how well I got to know them. I have even been in contact with them since I graduated.”

Madeline Solien
Reference Librarian
Deerfield (IL) Public Library



GSLIS Student Learning Goals and Outcomes

Academic Program Pillars

The following program learning goals and outcomes are presented within the broad context of and emphasis on an abiding commitment to the information profession and its core values, leadership, global awareness, service, social justice, and an attention to evolving technologies and media.

GSLIS students will:

Develop a professional identity, including commitment to core values of LIS.

- Describe the historical foundations of library and information professions;
- Articulate the philosophies of the library and information professions;
- Identify the core values and ethics of the library and information professions;
- Articulate a personal professional philosophy of the library and information professions; and
- Participate in professional activities and associations.

Understand the essential nature of information and its relevance to society.

- Describe various definitions and concepts of information;
- Interpret information policies from local to global levels in relation to their impact on intellectual freedom, access, literacy, and information behavior;
- Assess community information needs and interests; and
- Develop appropriate responses to information needs.

Navigate, curate, and create information across the spectrum of human records from local to global contexts.

- Utilize the resources needed to manage information;
- Design tools that facilitate access to information;
- Evaluate tools that facilitate access to information; and
- Assess applicability of current and emerging technologies to information management.

Synthesize theory and practice within a dynamic and evolving information environment.

- Articulate theories and concepts in relation to professional practice;
- Demonstrate application of theory to practice;
- Assess how LIS theories and concepts provide value to emerging tools, technologies, functions and practices; and
- Facilitate formal and informal learning.

Effectively communicate and collaborate to deliver, market, and advocate for library and information services.

- Articulate the critical value of a marketing approach to delivering services;
- Participate in an advocacy campaign, within or outside of the classroom;
- Negotiate group dynamics in pursuit of a common goal;
- Speak to achieve common understanding;
- Write to achieve common understanding;
- Listen to achieve common understanding; and
- Apply technology to connect, communicate, and collaborate.

Master of Library and Information Science

The American Library Association-accredited Master of Library and Information Science (MLIS) degree program is designed to provide a sound conceptual basis for developing leadership-oriented careers and, at the same time, provide the educational foundations for lifelong professional development. The 12-course (36 semester hour) curriculum is composed of a range of courses to prepare students for professional responsibilities in a broad spectrum of libraries, media and information centers, and consultancies.

Degree Requirements

The Master of Library and Information Science degree is conferred upon students who have met the following requirements:

- Completion of a minimum of 36 semester hours of graduate credit with a minimum of 30 semester hours completed in the Dominican University GSLIS program;
- Attainment of a minimum grade point average of 3.0 on a 4.0 scale;
- Satisfactory completion of the required courses: LIS 701, 703, 704; one of the following: LIS 770 or 773; and an e-portfolio;
- Completion of the degree program within six years; and
- Filing an application for graduation by the filing deadline with the office of the registrar the semester before the anticipated graduation date.

There is no thesis requirement.

Curriculum

All required courses are offered every fall and spring semester and at least one summer session every year. Most electives are offered at least once a year. Courses are either 1.5 or three semester hours of credit.

The curriculum is organized around three core courses required of all students. These courses cover fundamental aspects of library and information science that are common to all types of work in the library and information field. The program of study also includes a fourth required course, completion of an e-portfolio, and eight elective courses in information science and in related subject areas, which will prepare the student for specialized fields of work. GSLIS offers a wide range of courses giving students the opportunity to create their own areas of specialization depending on their career goals. Guidance in choosing the most suitable courses is provided by faculty advisors.

Required Core Courses: 3 courses; 9 semester hours

LIS 701 Introduction to Library and Information Science
LIS 703 Organization of Knowledge
LIS 704 Reference and Online Services

Required Course: 1 course; 3 semester hours

LIS 770 Management of Libraries and Information Centers
OR LIS 773 School Libraries

Electives: 8 courses (more if some are 1.5 semester hours); 24 semester hours

Total: 12 courses (more if some are 1.5 semester hours); 36 semester hours plus completion of an e-portfolio

LIS 701 is a prerequisite or co-requisite for all courses. The completion of the required core courses is highly recommended during the first nine hours of enrollment.

Enrolled students may register for up to six semester hours of graduate credit in other disciplines at Dominican University, which may be applied as electives toward the MLIS degree. Such courses require approval from the dean, upon recommendation by the student's advisor. All required courses for the MLIS degree must be completed prior to registration for courses in other disciplines.

Master of Professional Studies in Library and Information Science

Myriad changes in technology, along with other issues and trends over the past decade, are making it essential for library and information specialists to further their education in order to acquire the skills necessary for career opportunities and growth.

The purpose of a Dominican University GSLIS Master of Professional Studies (MPS) degree is to provide library, information, knowledge, archival, and related professionals with the opportunity to:

- Deepen their knowledge in particular areas of specialized study, and/or;
- Undertake broader-based study in areas of interest that may cross disciplinary boundaries.

Either approach will be under the direction and approval of a GSLIS faculty advisor. Students will be able to enroll in relevant courses in GSLIS or the multiple graduate programs supported by Dominican University and, where appropriate and with permission, pertinent graduate courses taken at other accredited institutions. The MPS degree is particularly relevant as a second professional degree for holders of American Library Association-accredited master's degrees, holders of specialized information degrees, licensed school librarians, archivists educated in other programs, etc. Students enrolled in the MPS program may also earn certificates of advanced study in up to two cognate areas as part of their degree.

Degree Requirements

The 30-credit Master of Professional Studies degree requires approval by the student's faculty advisor who will:

- Advise the student on selecting either the focused or customized program version of the MPS degree; and
- Approve the courses required for degree completion.

On occasion, students may have to obtain supplemental departmental, school, or other university approval to take certain courses where such courses are offered by GSLIS but require a prerequisite, another graduate program within the Dominican University, or another university. Students may choose to pursue either a focused MPS degree or a customized program MPS degree.

A focused MPS degree has the following characteristics:

- A core of at least five courses for each cognate area that is focused on a broad or more concentrated field or subfield of LIS, including fields/subfields shared with related disciplines. Such core courses will be drawn from graduate degree offerings in the Graduate School of Library and Information Science;
- Concentration on one or two (maximum) cognate areas or subfields within LIS;
- The possibility of taking courses on the same broad or concentrated areas of interest from other graduate programs within Dominican University or another accredited university. Such study can and often does cross disciplinary boundaries and creates a particularly coherent master's degree program focused on aspects of one or two carefully delineated areas of interest.

Courses taken for a Dominican University GSLIS certificate of advanced study (post MLIS) taken within five years of admission to the MPS program may be applied to the MPS degree. Only one such previously earned certificate of advanced study may be so applied. This exception only applies to Dominican University GSLIS certificates.

Up to two certificates of advanced study (one of which may have been earned previously; see above) may be earned as part of the focused Dominican University MPS degree.

Only a limited number of cognate areas are addressed by Dominican University's certificates of advanced study.

The degree offered for the focused MPS is awarded as, for example, (1) a Master of Professional Studies in Library and Information Science's Youth Literature (one cognate area) or a (2) Master of Professional Studies in Library and Information Science's Archives and Management (two cognate areas), etc. These cognate areas are simply examples and do not reflect the wide range of cognate areas that might be studied as part of the MPS degree.

A customized program MPS degree has the following characteristics:

- A core of at least five courses drawn from graduate degree offerings in the Graduate School of Library and Information Science;
- A variety of courses selected from offerings in the Graduate School of Library and Information Science, other Dominican University graduate programs, and/or (with prior permission) other accredited universities. Such courses are broadly unified through their relevance to one or more of the broad customized program of issues and concerns faced by contemporary library, information, knowledge, and archival professionals.
- The MPS degree offered for the customized program MPS is awarded as a Master of Professional Studies in Library and Information Science. Specific cognate areas are only listed on the focused version of the MPS degree.

The following additional requirements apply to both the focused and customized MPS programs:

- Attainment of a minimum grade point average of 3.0 on a 4.0 scale;
- Satisfactory completion of the required courses;
- Completion of the degree program within six years; and
- Filing an application for graduation by the filing deadline with the office of the registrar the semester before the anticipated graduation date.

The Doctor of Philosophy in Library and Information Science

Our PhD program provides a unique approach to research and advanced study in the field of library and information science. We are offering a strong yet flexible pathway that helps professionals expand their vision as well as advance their careers. The doctoral program features:

- Three-year program in which all courses are taught on weekends;
- A cohort model designed to ensure intellectual engagement;
- Theory combined with practice;
- Study under highly regarded library and information science leaders who are professors of the practice; and
- A degree that builds capabilities as well as credentials.

Degree Requirements

Successful completion of the doctoral program includes:

- Satisfactory completion of a minimum of 36 semester hours of doctoral coursework in the Dominican University GSLIS program;
- Satisfactory completion of a dissertation;
- Attainment of a minimum grade point average of 3.0 on a 4.0 scale;
- Continuous enrollment in the degree program;
- Completion of the degree program within three years* and;
- Filing an application for graduation by the filing deadline with the office of the registrar the semester before the anticipated graduation date.

**The program is a three-year program requiring continuous enrollment in fall, spring, and summer for two years of coursework, with dissertation work in the third year. If a student needs to extend beyond the three years, he/she may repeat the dissertation course for a period not to exceed an additional two years.*

Curriculum

Students in the doctoral program take 12 of the following courses:

- LIS 865 Visual Literacy
- LIS 901 Advanced Seminar: Professional Issues
- LIS 926 Advanced Seminar: Reading
- LIS 928 Teaching in the Academy
- LIS 950 Advanced Seminar: Information Behavior
- LIS 954 Advanced Seminar: Management and Organizational Theory
- LIS 955 Advanced Seminar: Information Policy
- LIS 958 Advanced Seminar: Community Informatics
- LIS 962 Advanced Seminar: Literacy and Learning
- LIS 969 Advanced Research Methods
- LIS 970 Dissertation Preparation
- LIS 971 Research Methodology: Approaches and Techniques
- LIS 977 Advanced Seminar: Leadership
- LIS 980 Economics of Information
- LIS 999 Dissertation

All courses are three semester hours, for a total of 36 semester hours plus LIS 999 Dissertation.

Cohorts begin in the fall. In the first year, students take the following courses:

Fall

- LIS 901 Advanced Seminar: Professional Issues
- LIS 969 Advanced Research Methods

Spring

- LIS 950 Advanced Seminar: Information Behavior
- LIS 962 Advanced Seminar: Literacy and Learning

Summer

- LIS 926 Advanced Seminar: Reading
- LIS 970 Dissertation Preparation

In the second year, students take the following courses:

Fall

- LIS 955 Advanced Seminar: Information Policy
- LIS 977 Advanced Seminar: Leadership

Spring

- LIS 865 Visual Literacy
- LIS 954 Advanced Seminar: Management and Organizational Theory

Summer (on rotation depending on composition of cohort)

- LIS 928 Teaching in the Academy
- LIS 958 Advanced Seminar: Community Informatics
- LIS 971 Research Methodology: Approaches and Techniques
- LIS 980 Economics of Information

In the third year, students complete:

- LIS 999 Dissertation

Accelerated MLIS/PhD

The Accelerated MLIS/PhD degree option is designed for students who want to earn MLIS and PhD degrees through an accelerated sequence of courses. The accelerated degree option is particularly relevant to practicing information science professionals who have an undergraduate degree, but not a master's degree, and are interested in pursuing doctoral level coursework and research. Individuals who have earned a master's degree in another field and would like to expand their competencies to take on new roles and research in the information professional will also find the accelerated degree a viable option.

The accelerated degree option can be completed in as few as four years. The first year consists of MLIS coursework and then students join a cohort-based PhD program to complete the doctoral degree.

Successful completion of the Accelerated MLIS/PhD option includes:

MLIS

12 credits of core and required courses:

- LIS 701 Introduction to Library and Information Science
- LIS 703 Organization of Knowledge
- LIS 704 Reference and Online Services
- LIS 770 Management of Libraries and Information Centers OR LIS 773 School Libraries

Additional courses and requirements:

- 12 semester hours of MLIS coursework
- 12 semester hours of doctoral coursework
- Submission of and passing grade on e-portfolio
- All other MLIS degree requirements, including maintenance of a minimum 3.0 GPA on a 4.0 scale

PhD

- Completion of a minimum of 36 hours of doctoral coursework (including the 12 earned as part of the MLIS)
- Passing the PhD qualifying/comprehensive exam
- Satisfactory completion of a doctoral dissertation (which includes 18 semester hours of dissertation work beyond the 36 course semester hours)
- Maintenance of a minimum 3.0 GPA on a 4.0 scale

Prospective students should apply for the Accelerated MLIS/PhD option.

When a student begins the MLIS coursework, his/her status as a doctoral student is conditional until the 24 MLIS credits have been completed. The MLIS degree is awarded after the student completes the 24 MLIS credits, 12 doctoral credits, and the e-portfolio requirement.

A student who begins the Accelerated MLIS/PhD option and decides not to pursue the PhD degree or who does not meet the doctoral course requirement needs to complete the full 36 MLIS semester hours to satisfy the current MLIS degree requirement. A student who successfully completes the 24 semester hours of MLIS coursework and then completes 36 semester hours of doctoral coursework, but who does not pass the PhD comprehensive exam, will receive the MLIS degree.

A student who has a master's degree and wants to pursue the Accelerated MLIS/PhD option after beginning doctoral coursework can petition to pursue the accelerated option.

Graduates of Dominican University's PhD program may petition to begin the MLIS accelerated degree within two years of graduation. Individuals who hold a PhD from another university are not eligible for the Accelerated MLIS/PhD degrees.

Dual-Degree Programs with MLIS

Dominican University offers a series of dual-degree programs involving cooperation with another institution or cooperation between two schools within the university. In a dual-degree program, the student is enrolled simultaneously in two degree programs with some work common to both programs. Upon successful completion of the combined program, the student receives two distinct degrees. Students must apply to each program separately and be accepted by both. Application for admission to the combined program may be made at any time while students are enrolled in either program. No advance assurance can be given that such admission will be granted. Such a program allows students to complete work on two degrees in a shorter time than if the degrees were pursued separately. Two master's degrees may be required or recommended for work in some specialized libraries or information centers.

Master of Business Administration (MBA)

GSLIS and the Dominican University Brennan School of Business (BSB) offer a combined program leading to two degrees: Master of Library and Information Science (MLIS) and Master of Business Administration (MBA).

The number of semester hours required to earn the two degrees depends upon an applicant's previous academic course work, with a maximum of 78 total hours, of which a minimum of 30 hours must be taken in GSLIS. Interested students should check with BSB regarding its minimum requirements. Some courses are cross-listed and may count as either BSB or GSLIS courses but not as both. Requirements for the combined degree must be completed within six years. This program is not open to students who already have earned an MBA or an MLIS degree.

Master of Social Work (MSW)

GSLIS and the Dominican University Graduate School of Social Work (GSSW) offer a combined program leading to two degrees: Master of Library and Information Science (MLIS) and Master of Social Work (MSW).

A total of 78 semester hours is required for these two degrees. All requirements in the combined-degree program must be completed within six years. A minimum of 30 semester hours must be taken in GSLIS; a minimum of 48 semester hours must be taken in GSSW. This program is not open to students who already have earned an MSW or an MLIS degree.

Master of Divinity (MDiv)

GSLIS cooperates with the McCormick Theological Seminary in a combined professional curriculum leading to the degrees of Master of Library and Information Science (MLIS) from Dominican and Master of Divinity from McCormick.

The program normally may be completed in approximately three and a half years and includes a course in theological librarianship. Students design a course of study in conjunction with advisors from each program. This program is not open to students who have already earned an MDiv or an MLIS degree.

Master of Arts (MA) in Public History

GSLIS cooperates with the Loyola University Chicago Graduate School of Arts and Sciences to offer a combined program leading to the two degrees: Master of Library and Information Science (MLIS) from Dominican and Master of Arts in Public History from Loyola.

A total of 54 semester hours is required for the two degrees. A minimum of 30 semester hours must be taken in GSLIS, and a minimum of 24 semester hours must be taken in the history department of Loyola University Chicago, with 12 of those hours in specified public history courses. All requirements in the combined-degree program must be completed within seven years. This program is not open to students who already have earned an MLIS or an MA in Public History degree.

Dominican Accelerated BA/BS/MLIS Option

Students with senior standing at Dominican University, with the consent of their academic advisor and the dean of GSLIS, may be admitted to take up to six semester hours of courses in GSLIS. It is recommended that the student take one course per semester. These six hours may be applied to both the bachelor's degree and the MLIS degree, thereby reducing the time required to complete the MLIS degree.

LTA Certificate MLIS Accelerated Program

Dominican University and College of DuPage (COD) offer a partnership program allowing students to complete an LTA certificate and associate's degree at COD, then transfer to Dominican to complete a bachelor's degree and Master of Library and Information Science, all in as little as five years.

The program allows students interested in careers in library and information science to become highly qualified regardless of their current education level.

Course of Study

COD students pursuing an LTA certificate can transfer up to 16 semester hours of coursework as elective credit toward a bachelor's degree in one of the 50 majors offered by Dominican's Rosary College of Arts and Sciences.

Then, taking advantage of Dominican's accelerated BA/BS/MLIS option, above, students can take two master's degree-level classes during the senior year of their bachelor's degree program and complete the remaining 10 MLIS courses in one year.

In addition, LTA holders are eligible to receive a 50% discount on their four required MLIS courses in the Graduate School of Library and Information Science.

Certificate Programs

Certificates are offered for students currently pursuing an MLIS at GSLIS or to returning students who want to add the specialization to a completed Dominican MLIS degree or its equivalent from an ALA-accredited program. Exceptions are the certificate in data and knowledge management, which can be completed post-baccalaureate; and the certificate of special study, which is always completed post-MLIS. Certificate students work in collaboration with a faculty advisor who specializes in the appropriate field of concentration to shape a plan of study. Fifteen semester hours are required, except for the certificates in digital curation and digital libraries, which each require 18 semester hours.

Certificate in Archives and Cultural Heritage Resources and Services

Archivists and cultural heritage professionals assist institutions, communities, corporations, and other entities develop and maintain systems, resources, and services, which are used to promote a better understanding of the past, develop a new perspective of the present, and cultivate a spirit of involvement. Archivists and cultural heritage professionals work in such areas as:

- Community archives development and management
- Digital archives or collections development and maintenance
- Cultural heritage documentation and preservation

Certificate in Data and Knowledge Management (post-baccalaureate)

This program incorporates an interdisciplinary approach to the field of data and knowledge management enabling participants to gain the educational background needed to build a career helping organizations capture, manage, preserve, store, and deliver information efficiently and effectively in the digital age.

The GSLIS Certificate in Data and Knowledge Management provides:

- A theoretical foundation of knowledge and data management fundamentals, including information policy, knowledge management, and informatics; and
- A practical foundation, equipping information professionals with the skills necessary to develop services using appropriate technologies to collect, store, analyze, disseminate, and preserve knowledge and data.

Certificate in Digital Curation

Curating digital materials so as to ensure their continued access has emerged as a major initiative for information organizations such as libraries, archives, and businesses.

The GSLIS Certificate in Digital Curation provides:

- A theoretical foundation of the technical and social aspects of curating digital materials including the environments in which digital objects exist, the possible strategies for preservation, and curation lifecycles; and
- A practical foundation which includes evaluating the curation needs of digital materials, understanding specific technical issues of curation, developing curation plans for digital materials, and creating digital materials for long-term preservation.

Certificate in Digital Libraries

Digital libraries are commonly defined as “organizations that provide the resources, including the specialized staff to select, structure, offer intellectual access to, interpret, distribute, preserve the integrity of and ensure the persistence over time of collections of digital works so that they are readily and economically available for use by a defined community or set of communities (Digital Library Federation).”

The GSLIS Certificate in Digital Libraries provides:

- A theoretical foundation of library fundamentals, including information environments, collection development, technology management, and user services; and
- A practical foundation that equips librarians with the skills necessary to develop unique collections using standards, creative technologies, and excellent design.

Certificate in Informatics

The study of informatics blends technology skills with the study of the socio-cultural consequences of information and communication technologies.

Informatics career options include:

- Chief information officers for nonprofit organizations
- eCommunity builders and content managers
- Community digital media managers

Certificate of Special Study (post-MLIS)

The Certificate of Special Study (CSS) is designed for MLIS graduates who are interested in retooling and refreshing their skill base while reconnecting with other professionals in a graduate-level learning environment. The program features a five-course plan of study shaped with a faculty advisor.

Librarians or information specialists may pursue the CSS in order to:

- Broaden their opportunities in another department or type of library;
- Explore technology, digital records, and the human-computer interface; or
- Prepare for management, administration, and leadership positions.

Certificate in Web Design

The World Wide Web has fundamentally changed the manner in which systems are developed and information is delivered. Ubiquity of the platform, increased accessibility, and speed of development create a new information environment.

The GSLIS Certificate in Web Design provides:

- A theoretical foundation of the technical and social aspects of interface design, web design, and information and data architectures; and
- A practical foundation in evaluating the needs of user interfaces in the web environments, application development, data storage and retrieval, and database design.

Certificate in Youth Services

Youth services librarians recognize, protect, and celebrate the information rights and needs of infants, children, and teens, delivering a world of questions and ideas to generations of curious young people.

The GSLIS Certificate in Youth Services provides:

- A theoretical foundation, grounding library service to young people in the enduring values of the profession; and
- A practical foundation, equipping librarians with the skills necessary to manage strong collections, present engaging programs, deliver peerless reference and readers advisory service, and instruct young people in multiple literacies.

School Library Media Program

The Dominican University Master of Library and Information Science Degree with Illinois Professional Educator License (PEL) with a special (K-12) endorsement in the concentration area of LIS prepares school librarians for service at the elementary, middle, and secondary school levels.

The School Library Media Program is grounded in Empowering Learners: Guidelines for School Library Programs, the national guidelines of the American Association of School Librarians; in the Illinois content area standards for the library information specialist; in the Common Core standards; in the Illinois Professional Teaching Standards (IPTS); and in the School of Education's conceptual framework centered on the core values of scholarship, leadership, and service.

Through completing the School Library Media Program, candidates learn the principles of librarianship in general and service to children and youth in particular. Integral topics include:

- Developmental psychology of the child, pre-adolescent, and adolescent;
- The philosophy of education for the elementary, middle, and secondary school levels;
- Design of inquiry-based curriculum and curriculum integration and development in elementary, middle, and secondary school settings;
- Information literacy;
- Educator collaboration;
- Instructional technology; and
- Program administration, communication, and professional development

Graduates acquire a firm understanding of the roles of the school librarian and the library media program within the school context and the extended school learning community, and become educational leaders in their schools, districts, and library systems.

Requirements for Degree Plus License and Endorsement

To fulfill the requirements for the MLIS degree with the Illinois Professional Educator License (PEL) with a Special (K-12) endorsement in the concentration area of Library Information Specialist students must:

- Fulfill all the requirements for the MLIS degree;
- Apply for admittance to the School Library Media Program (including successful completion of the Illinois Test of Academic Proficiency or its equivalent). Students educated outside the United States need to have official credential evaluations completed by an approved agency at their own expense;
- Complete the nine required courses plus nine elective semester hours for a total of 36 semester hours;
- Successfully complete the required Illinois licensure tests;
- Develop an e-portfolio;
- Complete the clinical practice component of the program;
- Meet the professional education requirements of the State of Illinois; and
- Attend scheduled information sessions and participate in an exit interview with the program director.

Curriculum

The following nine courses cover the competencies required in the Illinois Professional Teaching Standards for the Library Information Specialist. The core concepts of information access and delivery, teaching, and learning, communication, and program administration are addressed within the context of the required courses. Special focus is placed on the philosophies of elementary, middle, and secondary schools, along with the developmental psychology of K-12 students.

Required Courses (27 semester hours):

LIS 701	Introduction to Library and Information Science
LIS 703	Organization of Knowledge
LIS 704	Reference and Online services
LIS 773	School Libraries (visitation hours required)
LIS 721	Library Materials for Children
LIS 722	Library Materials for Young Adults
LIS 724	Media Services and Production
LIS 716	Leadership and Strategic Communication
LIS 725	Curriculum and School Libraries (visitation hours required)

Electives: 9 semester hours

Total: 36 semester hours

Clinical Experience in School Libraries

In addition to the 36 semester-hour course requirements, one of the following experiences is required to complete the clinical practice component of the program:

LIS 728 Clinical Experience I Student Teaching or
LIS 729 Clinical Experience II Internship

Clinical experience enables School Library Media Program students to apply the knowledge gained from coursework in a variety of school library settings.

The Coordinator of Clinical Practice works closely with each student to secure placements in school libraries that will afford effective learning experiences. Many of our placements are in schools staffed by Dominican University alumnae/i.

Students Without Valid Illinois Professional Educator Licenses

Students who do not have valid Illinois professional educator licenses will visit a variety of school library settings for a total of at least 100 pre-clinical observation hours. School librarians and school library aides may apply a maximum of 25 hours from their current work experience.

Students who do not have valid Illinois professional educator licenses enroll in LIS 728 Clinical Experience I Student Teaching in order to complete a non-paid, supervised clinical experience in two different school library settings (elementary, middle, or secondary) for 200 hours (approximately five weeks) each. Attendance and participation in two seminars are requirements of LIS 728.

Students With Valid Illinois Professional Educator Licenses

Students who do have valid Illinois professional educator licenses will visit a variety of school library settings for a total of at least 40 pre-clinical observation hours. School librarians and school library aides may apply a maximum of 25 hours from their current work experience.

Students who do hold valid Illinois professional educator licenses enroll in LIS 729 Clinical Experience II, Internship in order to complete a non-paid, supervised clinical experience in two different school library settings (elementary, middle, or secondary) for 80 hours (approximately two weeks) each. Attendance and participation in two seminars are requirements of LIS 729.

Illinois State Board of Education (ISBE) Requirements

The ISBE general education requirements are satisfied in either of the following ways:

- By holding a valid Illinois professional educator license; or
- By taking a college-level course in each of the following areas, either within five years of enrolling in the School Library Media Program or concurrent with study in the School Library Media Program:
 - Educational Psychology (three semester hours)
 - History and Philosophy of Education (three semester hours)
 - Exceptional Children, including learning disabilities (three semester hours)

In some cases the Illinois State Board of Education may enact new rules or legislation that result in changes in certification requirements. As a result, candidates may need to meet new requirements other than those identified in this Bulletin, on the GSLIS or Dominican University websites, or in other GSLIS or Dominican University publications at the time they began their program of study at Dominican.

Illinois Licensure Testing System (ILTS) Requirement (formerly known as the Illinois Certification Testing System)

Each person in the State of Illinois who is seeking certification must pass three examinations at prescribed times during the program:

- Prior to admittance into the School Library Media Program: Test of Academic Proficiency (TAP), OR the SAT (minimum composite score of 1030 on mathematics and reading, plus a writing score, taken within the past ten years), OR the ACT (minimum score of 22 plus writing, taken within the past ten years);
- Prior to the clinical experience: Content-area test for Library Information Specialist;
- Prior to applying for licensure: Assessment of Professional Teaching (APT): Grades K-12.

Visit www.icts.nesinc.com for more information regarding these exams including test dates and online registration.

Endorsement Added to Existing Licensure

Students with valid Illinois professional educator licenses may earn a Library Information Specialist endorsement. Interested students must independently contact their regional office of education for specific requirements based on their licensure status.

Endorsement Added to an Existing MLIS

Students with American Library Association-accredited MLIS degrees may enroll in the School Library Media Program to earn the appropriate endorsement for school library media specialists in Illinois. A minimum of two Dominican University GSLIS courses must be completed prior to participation in the clinical experience. Graduate transcripts and professional work experience will be reviewed by the program director to assess the courses required to complete endorsement requirements. GSLIS courses that focus primarily on technology or library materials for youth that have been taken within five years of enrollment in the School Library Media Program may be applied to the program requirements. Students who have not taken coursework that includes middle-grade philosophy, pre-adolescent psychology, curriculum and instruction, and instructional methods may have to take additional courses.

Post-MLIS applicants applying to the School Library Media Program may qualify for a waiver of some GSLIS admission requirements. Refer to the Admission Information and Student Resources section for post-MLIS abbreviated admission procedures.

Admission

Holders of bachelor's degrees intending to pursue an MLIS or MPS degree, a post-baccalaureate certificate, or school library media endorsement should apply for regular admission. Holders of an ALA-accredited MLIS earned within five years of their application date, who seek admittance to pursue an MPS degree, a certificate, or school library media endorsement may qualify for an abbreviated admission process. See the Continuing Education section, below. Applicants for the doctoral program should follow that program's application process, noted below.

Application Process

The online application is accessible via the GSLIS website at gslis.dom.edu.

Applicants must meet all requirements for admission in full before an admission file will be reviewed; however, baccalaureate degree candidates may apply as soon as they receive their grades from the first semester of their senior year; if admission is granted it will be conditional upon receipt of final transcripts. Admission decisions are announced on a rolling basis.

The application to the MLIS and MPS programs consists of:

- Completed application for admission;
- A personal essay of at least 500 words that addresses the applicant's decision to pursue the master's degree and his/her expectations of the program;
- Two letters of recommendation from individuals, managers, supervisors, professors, or academic advisors, who can attest to the applicant's, scholastic ability and professional promise. Personal or peer references will not be accepted;
- Official transcripts from all undergraduate and graduate institutions. Please request that the registrar(s) send the transcript directly to Dominican. Applicant-submitted transcripts must be submitted in a sealed envelope, signed across the seal. Dominican graduates do not have to submit transcripts;
- Scores from the Graduate Record Exam (GRE) or Miller Analogies Test (MAT) taken within five years prior to applying if the applicant does not meet the undergraduate cumulative GPA requirement of 3.0 on a 4.0 scale. A combined score of at least 1,000 (pre-2012) or 297 (2012 and later) on two portions of the GRE, or a score of at least 404 on the MAT is necessary for admission. All applicants will have a maximum of three opportunities to submit test scores. When an applicant has earned a graduate degree, such as a master's degree in a discipline other than library and information science or a PhD, MD, JD, etc. from an accredited institution, the admission committee will consider the GPA for the advanced degree in the overall admissions process; and
- A non-refundable application fee of \$25. The application fee is waived for graduates of Dominican University.

Admission requirements for the doctoral program:

- Master's degree from an ALA-accredited library and information science program or an accredited master's degree from a recognized institution in a related area (for the accelerated MLIS/PhD option: a bachelor's degree or higher from a regionally-accredited institution);
- Minimum GPA of 3.0 on a 4.0 scale;
- Application (may not be submitted using the online application; forms may be downloaded from the GSLIS website at gslis.dom.edu);
- Resume;
- 1,500-word essay on how the program will be of value to the applicant and what the applicant brings to the program. The applicant should address research interests and career progression or goals, and how the program and faculty will support those goals and interests. The admissions committee is also interested in the applicant's goals to assume key leadership positions in the field;
- Three letters of recommendation from professors or employers;
- Official transcripts from each institution from which degrees have been awarded;
- GRE or MAT scores taken within five years prior to applying;
- Personal interview (after all admissions materials have been received, selected applicants will be contacted by the Director of the doctoral program to attend an in-person interview at Dominican University); and
- A non-refundable application fee of \$25.

Admission of International Students

Admission Requirements

In addition to meeting the general requirements for admission, applicants who were educated outside of the United States:

- Must demonstrate English language proficiency if English is not the applicant's primary language by scoring 83 or better on the Internet-based TOEFL (Test of English as a Foreign Language; Dominican's code for submitting scores is 1667), or 7.0 or higher on the IELTS (International English Language Testing System), or the completion of ELS Level 112. There is an English Language Service Center on campus;
- Must have official credential evaluations completed by ECE (Educational Credential Evaluators, Inc.) or other approved agency at the applicant's expense; and

- Are required to pay an additional \$25 processing fee in addition to the regular \$25 application fee (total = \$50).

Visa Requirements

Following admission Dominican can assist with immigration requirements. We are authorized by the U.S. Bureau of Citizenship and Immigration Services to issue SEVIS I-20 forms for the F-1 student visa. International students requiring an I-20 form for the F-1 student visa must show evidence of sufficient funds to cover a full year of tuition, fees and living expenses including:

- Housing costs, whether room and board in university residence halls or off-campus housing;
- Medical insurance (international students are automatically enrolled in the Student Health Insurance Plan via the Dominican University Wellness Center unless they can document existing coverage that is equal to or better than the student plan offered; visit www.dominicaninsurance.com for full details);
- Books and personal items; and
- Support during such times when the university is not in session.

For more information and assistance on immigration and visa matters (not admissions questions), please contact Dr. Sue Ponremy, International Student Advisor, at sponremy@dom.edu.

Application Dates and Deadlines

Applications are accepted on a rolling basis. Early consideration is offered for applications submitted prior to the dates listed below.

Applications submitted after these dates will be accepted as space allows.

Fall term: June 1

Spring term: October 1

Summer term: March 1

The applicant's complete file is reviewed by the admission committee, which evaluates the applicant's background, qualifications, and academic potential. Only complete application files will be reviewed. No credentials will be returned to the applicant.

All application materials become the property of Dominican University. Providing incomplete or inaccurate information regarding a previous academic record on an admission application is grounds for denial of admission.

Admitted students may defer their enrollment for a maximum of one year. Admitted student files will be kept for one year after date of admission. Thereafter, he/she must reapply, as must an applicant who withdraws his/her application after it has been submitted.

Transfer of Credit

Students must request transfer of credit in writing to the dean when they apply for admission. A maximum of six semester hours in library and information science earned at another American Library Association-accredited program may be accepted for transfer into the GSLIS program. Acceptance of transfer credit is based on the following conditions and will be reviewed by the dean:

- The credits were earned in a program accredited by the American Library Association regardless of the format or location of delivery;
- The credits were earned with a grade of B or better; and the credits were earned within the last five years;

A decision on whether to grant a transfer of credit will be made as soon as possible after the request is received and no later than the first term during which the student is enrolled.

Continuing Education

Librarians or information specialists who possess an MLIS or master's degree from an equivalent ALA-accredited program may be admitted using an abbreviated process. You may qualify for this process if you have

- An MLIS degree from Dominican University; or an MLIS or master's degree from an equivalent program accredited by the American Library Association; and
- Earned this degree with a 3.0 GPA within the past five years

And you are seeking

- An Illinois library information specialist endorsement added to an existing professional educator license; or a certificate of special study, including Archives and Cultural Heritage Resources and Services, Data and Knowledge Management (also available post-baccalaureate), Digital Curation, Digital Librarianship, Informatics, Youth Services, or Web design; or
- An MPS degree.

For the abbreviated application process, applicants should submit:

- An online application at gslis.dom.edu;
- A non-refundable application fee of \$25. This fee is waived for graduates of Dominican University;
- Official transcripts from your MLIS and baccalaureate degree institutions if you are not a Dominican University MLIS graduate; and
- A personal essay of at least 500 words in length addressing your decision to pursue a post-MLIS course of study and the goals you hope to achieve while at Dominican University.

If you completed your MLIS degree more than five years ago, you also need to submit two recommendations.

Alumnae/i Participation in Classes

Dominican alumnae/i returning to Dominican are encouraged to continue their education at GSLIS. GSLIS alumnae/i are classified as:

- Certificate- or degree-seeking students (academic credit toward a certificate or degree; full tuition and fees);
- Non-degree seeking students (academic credit towards school library media endorsement; full tuition and fees);
- Graduate students-at-large (academic credit; full tuition and fees); or
- Auditors (free tuition, fees apply; no credit).

Student-at-Large

The student-at-large program offers individuals the opportunity to enroll in GSLIS classes without completing the regular admission process.

Up to six semester hours earned as a student-at-large may be applied toward a degree, certificate, or endorsement, provided the student achieves a grade of B (3.0 on a 4.0 scale) or better, and earns these credits within five years of beginning the degree, certificate, or endorsement program. Students-at-large are not eligible to receive scholarships or financial aid, and are not assigned an advisor. Individuals who would like to register for courses as a student-at-large should apply online. Full tuition and fees apply.

Auditing a Course

An auditor in the GSLIS program is a post-MLIS student wishing to register for a class but not seeking a degree, certificate, or credit for attending the class. To audit a class in the GSLIS program, the student must hold an MLIS or equivalent degree from an ALA-accredited program. An auditor is expected to do the reading assignments and participate in class. The auditor is not expected to do written assignments or take examinations.

A grade of AU will be posted on the registrant's transcript. Once the student has enrolled as an auditor in a course, no change in the registration to earn credit may be made.

Individuals seeking to audit a course must secure the written permission of the instructor before registering and complete and return 1) the GSLIS audit permission form and 2) the regular Dominican University registration form to the GSLIS office, Crown 300, 7900 W. Division St., River Forest, IL 60305. Forms are available on the GSLIS website at gslis.dom.edu/admission or in the GSLIS office. Doctoral courses at the LIS 900 level are not open for auditing.

Registration may take place only on the first day of the class and an auditor may not hold a place in the class if needed by a credit student.

Prospective audit students can check on the availability of space in class by viewing the course schedule on the university website (visit MyDU Course Search). Course search will indicate the availability of space in each class. If a course session is filled, an audit student will not be able to join the class.

Dominican GSLIS graduates may audit courses in GSLIS for no tuition charge. GSLIS alumnae/i interested in auditing courses in other schools should check with the appropriate school regarding their audit policy.

All others who have received permission to audit a course may do so at the full tuition rate.

In both cases, a student fee will be charged. Current fee information is available from the student accounts office.

Financial Aid

The financial aid program at Dominican University provides assistance to students whose personal and family resources cannot meet the cost of education. For graduate students, financial aid is typically in the form of federal loans. Only students who have been fully accepted for admission as degree-seeking are considered for financial aid. Information regarding financial aid programs is subject to change without notice.

Loans for Graduate Students

Dominican University participates in the Federal Direct Loan program. To be eligible for federal loans, students must be US citizens or permanent residents and be enrolled for at least 4.5 semester hours in any term in which they receive federal loan funds. To remain eligible for such loans, students must maintain satisfactory academic progress and continue to demonstrate need on financial aid applications submitted annually.

Eligibility for this federal loan is based on a review of the Free Application for Federal Student Aid (FAFSA) and the completion of an institutional loan application. Students can file their FAFSA at www.fafsa.ed.gov. The institutional application is available from the financial aid office and can be requested via email to finaid@dom.edu. Dominican's school code is 001750.

Graduate students can borrow up to \$20,500 per academic year (depending on the cost of attendance and enrollment level) in Federal Direct Stafford Loans. The variable interest rate is set each July. Direct loans borrowed after July 1, 2012 will be entirely unsubsidized, meaning that the loans will accumulate interest while you are in school. As of July 1, 2014 the interest rate for Federal Direct Stafford Loans is 6.21% and PLUS is 7.21%.

Applications for federal student loans, private education loans, private scholarship opportunities, and information about interest rates and deferments for all loan programs are available from the financial aid office.

Rebecca Crown Library Assistantships

The Rebecca Crown Library Assistantships are sponsored by GSLIS and the Rebecca Crown Library and are designed for GSLIS graduate students interested in gaining broad-based experience in academic librarianship. The graduate assistants may rotate among library departments to develop competencies in some of the following areas: reference and instruction, collection development, archives, access services, serials, and acquisitions and library technologies. Each graduate assistant will also work on a project in conjunction with a librarian and a GSLIS faculty member that focuses on a specific function or area of academic library work.

Generally two assistantships are offered each year to students entering in the fall term. Each assistantship provides the recipient with full tuition for one course per semester in addition to a paid part-time position in the Rebecca Crown Library. For more information please contact the Library.

On-Campus Employment

Each semester, positions may be available in GSLIS for student workers. Positions are generally up to 10 hours per week. Visit jobs.dom.edu to view open positions.

Off-Campus Employment

There are numerous part-time and full-time, library-related jobs in the Chicago area for interested students. GSLIS maintains information on such openings and sends out weekly emails listing new opportunities. View open positions at Dominican's College Central Network, www.collegecentral.com/dom/. Students may also seek assistance in finding a placement by making an appointment with the GSLIS Career Services Coordinator at gslicareers@dom.edu.

Library Technical Assistant (LTA) Tuition Discount

Students who have been admitted to GSLIS and have completed a Library Technical Assistant (LTA) program may be granted a 50% tuition discount for the three core courses, LIS 701, LIS 703, and LIS 704; and either required course, LIS 770 or LIS 773 of the MLIS degree program. To receive this scholarship eligible students should contact the GSLIS office.

Scholarships

GSLIS Scholarships

GSLIS awards scholarships each semester to students who give evidence of professional promise and academic success. Students seeking aid must apply for each semester in which they would like to receive funds. GSLIS scholarships are awarded on a combined basis of need, merit, and funds available. Scholarship applications may be obtained by contacting the GSLIS office or downloading from the GSLIS website at gslis.dom.edu/tuitionaid/financialaid/scholarships. Applications for scholarships should be received no later than July 15 for fall semester enrollment, November 15 for spring semester enrollment, and March 15 for summer semester enrollment.

Students competing for GSLIS scholarships should have superior academic records and are required to submit scores from either the Graduate Record Examination or Miller Analogies Test, taken within five years of applying for scholarships. Students also must have completed the Free Application for Federal Student Aid (FAFSA) and submitted it to the U.S. Department of Education, fafsa.ed.gov. Enter Dominican's school code, 001750, on the FAFSA and the financial aid office will automatically receive a copy. A FAFSA must be filed each year.

Endowed Scholarships

Several endowed scholarships may be available each academic year through GSLIS: Dorothy Cromien Memorial Scholarship, Mary Eileen Denton Scholarship, Sr. Laretta McCusker Scholarship, Kiyoko Mori Scholarship, PhD Scholar, and Dean's Scholarship. Applicants who submit the regular GSLIS scholarship application form are automatically considered for these scholarships.

Ellin Greene Research Scholarships

Doctoral students who plan to conduct research about folklore, children's literature, or storytelling (youth or adult) through the use of the Ellin Greene Storytelling Collection in the Butler Children's Literature Center are eligible to receive scholarship funds. Contact the Doctoral Program Director for further information or to apply, or visit the scholarships page on the GSLIS website at gslis.dom.edu/tuitionaid/financialaid/scholarships.

Literacy and Learning Research Scholarships

Scholarship funds will be awarded to doctoral students who anticipate focusing their research in one of the following areas: youth literature, services, learning, information literacy (youth, college, or adults) and related topics. Contact the Doctoral Program Director for further information or to apply, or visit the scholarships page on the GSLIS website at gslis.dom.edu/tuitionaid/financialaid/scholarships.

H. W. Wilson Foundation Scholarship Grant

Since 1957, the H. W. Wilson Foundation has supported ALA accredited library and information science programs by granting funds to selected schools, allowing each school to distribute its grant in accordance with its own scholarship criteria and to divide the grants among qualified students. Grants are allocated to schools on a rotating basis across a four-year period; GSLIS was among the first round of grantee schools for the current period, which began in 2012.

American Library Association Scholarships

Each year, the American Library Association and its divisions award a number of scholarships to students who are seeking master's degrees in library and information science from an ALA-accredited program. Factors considered include academic excellence, leadership qualities and evidence of a commitment to a career in librarianship. Information about the various American Library Association scholarships is available on their website at ala.org/educationcareers/scholarships.

American Library Association Spectrum Scholarships for MLIS

In its ongoing support of diversity and inclusion in the LIS field, GSLIS provides matching tuition scholarships to recipients of the American Library Association Spectrum Scholarship diversity recruitment program.



“Children’s librarianship is a small world. At all the conferences that I go to, I see familiar faces from the program—it is nice to catch up with people I met in class.”

Andy Leinbach
Children’s Librarian
Oak Park (IL) Public Library

Student Support and Involvement

Student Advising

GSLIS faculty members give serious attention to the student advising process. They announce office hours and are available by phone and email to facilitate guidance to students as they explore a program of study. Students are encouraged to have substantive contact with faculty advisors at appropriate points during their studies.

Students are assigned an advisor upon admission to the program. At any time during their studies, students have the option of changing their advisors by completing a change of advisor form. Students often take advantage of that opportunity as their career plans become more specific. The change of advisor form is available online; visit MyDU—Schools, Graduate School of Library and Information Science—Forms.

GSLIS encourages students to consult with faculty advisors at a point prior to completing their core courses. In addition to one-on-one advising sessions, faculty may offer group advising sessions to provide information and address general questions for students with a certain career focus.

Career Pathways

The faculty has prepared descriptions of several different career objectives along with suggested groups of courses from which students may select. These descriptive documents are referred to as career pathways.

These descriptions are representative profiles of careers developed to guide students with career exploration and course selection. The information in these profiles will be used in addition to faculty advising.

The career pathways descriptions are available on the GSLIS website at gslis.dom.edu. Students should always consult their advisor when outlining a specific course of study.

Independent Study (LIS 801)

Students wishing to pursue a research topic that is related to library and information science may register for LIS 801: Independent Study in Library and Information Science. Students work closely with a faculty member whose expertise and interests lie within the proposed topic area.

Independent studies are designed for students who are nearing completion of their program and requires the completion of ten GSLIS courses, including core courses; a minimum GPA of 3.3 or better; and approval of the faculty

supervisor and the dean. Forms for submission of independent study proposals are available in the GSLIS office and online; visit MyDU—Schools—Graduate School of Library and Information Science—Forms. No student may complete more than two independent studies.

Students must have sufficient background to work independently and must develop a proposal for independent study that meets the approval of the faculty supervisor and the dean. The independent study topic should be worthy of at either 1.5 or 3 semester hours of graduate credit; and it should result in a product that will document both the substance and merit of the student's performance in the independent study.

Beta Phi Mu

Beta Phi Mu is the library and information science honor society. Students are nominated for membership to Beta Phi Mu by GSLIS based upon scholastic achievement and scholarly contribution to librarianship.

Professional Library Association Student Chapters

GSLIS sponsors various student chapters of professional library associations, which provide, among other activities, programs to help students learn about specific fields of practice.

Library and Information Science Student Association (LISSA) ALA Student Chapter

All students are members of the Library and Information Science Student Association (LISSA). Each year, GSLIS students volunteer to promote LISSA membership activities. A faculty liaison, elected by the faculty each year, advises the LISSA officers as they organize events, produce newsletters, assist with orientation sessions, and other activities. LISSA maintains a blog to promote the exchange of ideas related to student interests. Visit dulissa.com.

Society of American Archivists (SAA) Student Chapter

The SAA GSLIS Student Chapter serves as a means of introducing new archivists into the profession, as well as enhancing education by providing an additional focus for students to discuss archival issues, identify with the profession, and engage in professional activities.

Career Development Services

GSLIS provides a variety of services to support current students as well as alumnae/i. The Career Services Coordinator offers resources, assistance in the following areas:

- Career counseling and self-assessment
- Practicum placement
- Job and internship postings
- Resume and cover letter development
- Interview preparation and simulated interviews
- Career development workshops
- Access to the College Central Network website, which includes a searchable database of open positions nationwide: collegecentral.com/dom/

Practicum (LIS 799)

The practicum is a supervised, professional, unpaid student fieldwork experience of 120 hours in an approved library or information center, under the direction of a GSLIS full-time faculty member who has agreed to serve as practicum advisor, and facilitated by the GSLIS Career Services Coordinator. The library site supervisor, the faculty practicum advisor and the student meet periodically to review the student's progress. In addition, one or more reports, including a reflective journal/blog on the practicum experience and a final paper, are required. Students must contact the Career Services Coordinator at least one semester prior to the start of the practicum. Students must also have completed ten GSLIS courses, including core courses, maintain a minimum GPA of 3.3 or better, and obtain approval of the faculty practicum advisor and the dean. The practicum is generally completed during the last semester in which the student is enrolled in the GSLIS program.

Internship

The internship is a student work experience in a library or information center for which the sponsoring institution sets the hours, interviews the students, and provides any job training required. GSLIS posts notices of internships on the College Central Network at collegecentral.com/dom and sends out weekly emails about new opportunities. No academic credit is given for internships.

Scholarly Endeavors

World Libraries

World Libraries, an online publication of GSLIS, is a unique, free, peer-reviewed library and information science journal. It provides a forum dedicated to all aspects of librarianship throughout the world, especially librarians and libraries in regions without associations or agencies to encourage scholarly communication and professional development. *World Libraries* exists to give a voice to librarians in every nation, allowing them to freely share their stories and experiences working under unique and sometimes difficult circumstances.

Formerly appearing only in print, this peer-reviewed publication is now online. As an openly accessible journal, without registration, passwords or fees, *World Libraries* reaches more readers and contributors than ever before, connecting librarians in highly developed countries with those facing the most basic professional and socio-economic challenges.

World Libraries is dedicated to the international nature of librarianship, promoting communication and relationships both professionally and personally.

GSLIS is proud to support this journal, promoting progress in libraries throughout the world. Current and archived issues are available online at dom.edu/worldlibraries.

The Follett Chair in Library and Information Science

The Follett Corporation established the Follett Chair in Library and Information Science at Dominican University in 2002. It was the first endowed academic chair at Dominican University and is one of few in the field of library and information science in North America. An endowed chair is the highest academic honor bestowed upon a master teacher and scholar who has achieved renown in his or her profession. It is funded through perpetual interest earned from an endowment from the Follett Corporation. Follett's commitment to the academic chair at Dominican's GSLIS helps ensure that students will continue to receive high quality education for their future careers. It signals a high standard of academic achievement throughout the institution and serves as motivating factor in the recruitment of superior students as well as accomplished faculty members. The chair also links Dominican's GSLIS more closely to the professional community through both education and service activities.

Butler Children's Literature Center

Opened in 2009, the Butler Children's Literature Center supports the students and faculty of Dominican University in their professional and scholarly endeavors related to young people and books and reading. The Butler Center houses an evaluation collection, turned over annually, including the newest and best in American publishing for young people; the Ellin Greene Storytelling Collection, comprised of the beloved storyteller's story collections and critical resources; the B. J. Kass Collection, featuring volumes from the Chicago bookseller's personal library; and books and realia from noted librarians Jane Botham and Effie Lee Morris. While Butler Center materials do not circulate, as a collaborative project of GSLIS, the School of Education and the Rebecca Crown Library, the Butler Center does make the items in all of these collections available to the University at large, during regularly scheduled hours, and by special arrangement.

Special to the Butler Center is a holistic approach to bibliography, celebrating the enlightenment that happens in the spaces where books intersect. The Curator oversees the design and assembly of physical and virtual collections, built around a range of themes and issues. Multiple perspectives enrich understanding, offering information to and provoking curiosity in young readers and the people who serve them. The Butler Center provides research and volunteer opportunities to GSLIS students interested in pursuing a career working with children and teens in libraries. Projects include recording and annotating new titles, reviewing books for the Butler Center database, assisting at programs and events, and pursuing individualized research projects. Visit the Butler Children's Literature Center blog at butlerspantry.org.



“The Dominican GSLIS has amazing professors and classes. I recommend everyone coming into the program take as wide a variety of classes as you can.”

Lynette Pitrak
Young Adult Services Librarian
Downers Grove (IL) Public Library

Academic Policies and Student Conduct

Academic Integrity Policy

Students of the university must conduct themselves in accordance with the highest standards of academic honesty and integrity. Failure to maintain academic integrity will not be tolerated. The following definitions are provided for understanding and clarity.

Definitions of Plagiarism, Cheating, and Academic Dishonesty

Student plagiarism is the presentation of the writing or thinking of another as the student's own. In written or oral work a student may make fair use of quotations, ideas, images, etc., that appear in others' work only if the student gives appropriate credit to the original authors, thinkers, owners, or creators of that work. This includes material found on the internet and in electronic databases.

Cheating entails the use of unauthorized or prohibited aids in accomplishing assigned academic tasks. Obtaining unauthorized help on examinations, using prohibited notes on closed-note examinations, and depending on others for the writing of essays or the creation of other assigned work are all forms of cheating.

Students should be aware that it is never acceptable to present someone else's work as your own. Even in cases of open content, such as Wikipedia, and open source, such as HTML source code for web design, you must always include attribution and cite your source if you use another person's intellectual product.

Academic dishonesty may also include other acts intended to misrepresent the authorship of academic work or to undermine the integrity of the classroom or of grades assigned for academic work. Deliberate acts threatening the integrity of library materials or the smooth operation of laboratories are among possible acts of academic dishonesty.

Sanctions for Violations of Academic Integrity

Students caught plagiarizing, cheating, or committing other acts of academic dishonesty will receive an automatic failure for the assignment, exam, or paper. When a sanction has been imposed, the instructor will inform the student in writing.

When a sanction is imposed, the instructor will send written notification to the dean of the Graduate School of Library and Information Science. The

dean will note whether a student has a pattern of committing violations of the academic integrity policy over time, and in such cases the dean may impose further sanctions, including suspension or expulsion from the university. The instructor must also inform the student that she/he has the right to appeal this sanction, and refer the student to the academic appeals process described below.

Graduate Student Academic Grievance Process

Any disagreement with regard to academic procedures, including cases of alleged violation of academic integrity policies and final grades, should first be raised with the instructor. If this does not settle the matter satisfactorily, it should be taken up with the dean of GSLIS.

If the issue is not resolved, the student has the right to present the issue in writing to the Curriculum/Academic Affairs Committee of GSLIS, which is composed of three full-time faculty members. To do this, the student must provide a written statement of the issue to the dean, who will then place it on the agenda for the Curriculum/Academic Affairs Committee for review. The faculty member involved in the appeal may also choose to present a written statement. If the faculty member involved in the dispute is a sitting member of the Committee, s/he will recuse her/himself from the review of the dispute and the dean will appoint a third faculty member to participate in the review. The decision of the Curriculum/Academic Affairs Committee will be provided in writing to the student and copied to the dean.

In the event of a successful appeal of an alleged violation of academic integrity, the original letter of notification from the instructor will be expunged from the student's official file kept in the dean's office.

All appeals must be initiated before the last day of the semester following the term in which the disputed issue arose. Decisions will be made within six weeks after the beginning of the following semester or, if necessary, before the student can be cleared for graduation.

Grading Policy

Grade	Numeric Equivalent	Definition
A	4.0	Outstanding achievement. Student performance demonstrates full command of the course materials and evinces a high level of originality and/or creativity that far surpasses course expectations; nearly flawless work.
A-	3.67	Excellent achievement. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner.
B+	3.33	Good solid work. Student performance demonstrates strong comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus.
B	3.0	Satisfactory acceptable work. Student performance meets designated course expectations, demonstrates understanding of the course materials and performs at an acceptable level.
B-	2.67	Marginal work. Student performance demonstrates incomplete, substandard understanding of course materials, or absence of required work; indicates danger of falling below acceptable grading standard.
C+	2.33	Unsatisfactory work. Student performance demonstrates unsatisfactory understanding of course materials and inability to meet course requirements.
C	2.0	Unacceptable work. Student performance demonstrates incomplete and inadequate understanding of course materials.
C-	1.67	Poor work.
F	0.0	Failing grade.

The following symbols are used to indicate special or unusual circumstances:

S	=	Satisfactory
AU	=	Audit
I	=	Incomplete
IP	=	In Progress
NC	=	No Credit
NR	=	Not Reported
W	=	Withdrawal
WU	=	Unofficial Withdrawal
WW	=	Withdrawal for Nonattendance
WX	=	Administrative Withdrawal

The grade of “satisfactory” is given for satisfactory work; equivalent to a B or better.

The grade of “audit” is recorded for a student who registers for a course as an auditor. This student does not submit written assignments or take examinations. Once the student has enrolled as an auditor in a course, no change in the registration to earn credit may be made.

The grade of “incomplete” may be given at the discretion of the instructor for work of acceptable quality that is unfinished at the close of the term. The incomplete must be removed by the end of the following term. At that time, the instructor may report a grade within the ordinary range of scholarship, a grade of F, or a grade of “no credit.”

The grade of “in progress” is given when a course spans more than one semester, and a grade cannot be awarded until the course is completed.

The grade of “not reported” is a temporary grade assigned by the registrar in those cases where it is impossible to obtain a student’s grade from the instructor.

The grade of “withdrawal” is recorded for a student who has officially withdrawn from a course. A student may withdraw from a course through the tenth week of the fall/spring semesters.

The grade of “administrative withdrawal” is recorded for a student who has had to withdraw from the university due to serious illness or other extraordinary circumstances. This grade requires the written approval of the dean.

The grade of “unofficial withdrawal” is recorded for a student who stopped attending all courses by the end of the sixth week of the semester but who failed to officially withdraw and failed to respond to inquiries from the registrar’s office.

The grade of “withdrawal for non-attendance” is recorded for a student who never attended a course for which he or she registered or who ceased attending the course. The student failed to officially withdraw from the course.

Academic Progress

Students are expected to make appropriate academic progress leading them to the successful completion of their degrees. No more than six hours of incomplete grades may be accumulated at one time. Students whose incomplete grades exceed this level will be restricted from further registration until incomplete course work is completed.

Stop Out

Students who are not currently enrolled and have not been enrolled in the prior year will be classified as having stopped out and will be unable to continue registering for courses without contacting GSLIS and securing the dean’s permission to register.

Probation and Dismissal

The minimum grade point average (GPA) required for graduation is 3.0 (B), which must be maintained within the 12-course program. A student whose GPA falls below 3.0 upon taking nine semester hours is placed on probation.

A student on probation must achieve the minimum GPA by the end of the term when the total hours taken equal or exceed 18. Any student who has not achieved the minimum GPA after taking 18 hours will be dropped from the program. A student who has been dismissed must wait at least one semester before applying to be readmitted.

A student who receives a grade of F may repeat the course only once. The grade of F will be carried on the transcript, but only that grade which replaces the F will be calculated into the GPA. Courses for which a passing grade has been received may not be repeated.

Dominican University reserves the right to deny registration to any students who, in the opinion of the administration of GSLIS, is not progressing satisfactorily toward a degree or who, for other reasons, is deemed unsuitable for the program.

Registration

Incoming GSLIS students must register in person for their first semester classes. Once a student is established in the registration system, he or she may register online using the MyDU portal for any course for which he or she has completed the prerequisites. Access to MyDU either on or off campus is available from Dominican’s website at www.dom.edu. A Dominican student identification number and a PIN are required for online registration. Students registering for a course with a prerequisite waiver may be required to register in-person. MyDU allows students to view specific data that Dominican University maintains pertaining to student records, including a history of the courses taken and grades earned.

Adding or Dropping Courses

Adding a course: GSLIS students may add courses prior to the beginning of the third class session, even though the designated add/drop period may extend further. Adding a course may be done online or in-person at the office of the registrar.

Dropping a course: GSLIS students may drop courses during the designated add/drop period. Dropping a class may be done online or in person at the office of the registrar.

Withdrawing from a course: After the add/drop period ends, a student may withdraw (Grade W) from a course any time up to designated withdraw date. A request to withdraw from a course or courses must be submitted in writing to the office of the registrar either in person, via fax, or through the mail. Add/Drop/Withdrawal forms are available on the website.

Expectations for Technology Competence

GSLIS helps students become leaders in librarianship and information science. In order to be successful in the program students must have a basic understanding of computer technologies. Instructors will expect incoming GSLIS students to be competent in the following areas before beginning any core course:

- Basic computer file management
- Productivity applications including word processing and presentation software; and
- Internet searching and evaluation

Instructors will expect GSLIS students to be competent in the following areas before beginning any course beyond the core:

- Basic HTML
- Productivity applications including spreadsheets and databases; and
- Searching electronic databases

As students progress in the program, certain courses may require additional technology competencies. These skills will be identified in the course syllabus.

GSLIS Vision Statement

GSLIS is recognized as a program distinguished by innovative practice and research in library and information science education. GSLIS is committed to educating diverse library and information leaders who engage constituencies, advocate change, and transform communities and organizations.

GSLIS Mission/Identity Statement

The Graduate School of Library and Information Science empowers professionals to connect individuals and communities to the world of information and learning with reason, compassion, and a commitment to service.

Defining program characteristics include:

- A distinctively relationship-centered learning environment;
- Engaged faculty who regularly integrate theory and best practice;
- A passion for social justice, equality, and service;
- Access to the rich opportunities and expertise of Chicago's library/information community;
- A long tradition of influential and supportive alumnae/i; and
- A global and international presence.



Our Mission

As a Sinsinawa Dominican-sponsored institution, Dominican University prepares students to pursue truth, to give compassionate service, and to participate in the creation of a more just and humane world.



DOMINICAN UNIVERSITY
Graduate School of Library & Information Science

7900 West Division Street
River Forest, IL 60305
T: (708) 524-6845
F: (708) 524-6657
gslis.dom.edu
gslis@dom.edu