

# IUPUI

School of Library  
and Information  
Science

Indiana University  
Indianapolis

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For additional information, revisions, and class schedules, visit our website at  
[www.slis.iupui.edu](http://www.slis.iupui.edu)

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## Indianapolis—A Superb Location for Advanced Library Science Education

The Indiana University School of Library and Information Science (SLIS) in Indianapolis is a growing graduate program with emphasis on management of library organizations and technologies. More than 300 graduate students attend courses in Indianapolis or at one of our distance education receiving sites.

IUPUI is a modern urban campus in a model urban setting. Cooperation among business, government, private philanthropy, and educational leaders and innovators has created a city ideal for education. SLIS is tied to this spirit of growth, service, and quality education for not only Indianapolis, but for the state and beyond.

Indiana's future librarians and information specialists, as well as business leaders, physicians, lawyers, nurses, chemists, engineers, teachers, accountants, journalists, and computer programmers will find quality academic options on this campus that combines the strengths of IU and Purdue. In addition to Indiana citizens, we welcome a growing number of students from all other states and nations.

The IUPUI campus is located just off I-70 and I-65 and is adjacent to buildings that house government offices, museums, conventions, and entertainment and sporting events. Indianapolis' modern skyline also contains renovated architecture from the early 1800s, including the state's capitol building. The campus is adjacent to the White River and within walking distance of the NCAA Headquarters, the Indiana Historical Society, the Indiana State Library and Museum, the Eiteljorg Museum of Native American Art, the Indiana Convention Center, and the Lucas Oil Stadium. Professional and amateur venues abound year round. From international jazz gatherings to Olympic swimming competition to professional tennis, football, basketball and baseball to the Indianapolis Symphony and Repertory Theatre—all are only a brief walk from the IUPUI campus.

The School of Library and Information Science has cooperative programs with public, school, academic, and special libraries throughout central Indiana. These efforts support public awareness of the need for quality library and information services to all populations—young and elderly, rural and urban. Our faculty members are also associated with state and national library education organizations and associations in the promotion of educational standards and guidelines.

Most of the SLIS courses in Indianapolis are conducted in the modern and technologically advanced classrooms and labs located in the University Library and adjacent Education Building. Within the University Library are over 300 computer-equipped work stations from which 700 miles of fiber optic cable lead to library databases, reference and research tools, a video archive, live cable news, and information television.

Faculty use teaching support and delivery systems that allow for online discussion groups and assignments. A growing number of instructors deliver instruction via the Internet. The faculty include full-time professors who have both established publication records as well as records of professional service to the field. They are experienced educators and information managers. Students are encouraged to read the research and teaching profiles of the current full-time faculty as given on the School's Indianapolis website ([www.slis.iupui.edu](http://www.slis.iupui.edu)).

Students are encouraged to explore a wide spectrum of library professions through their course work and field experiences. The school's curriculum is based on a combination of theory and practice. Internships in application of theory are encouraged. The Indianapolis area as well as cities such as Bloomington, South Bend, Merrillville, Fort Wayne, Evansville, Gary, and Valparaiso offer quality locations for real-world practice experiences. Programs have been ranked in the top ten nationally, including information systems, school library media, and youth services education.

Over 70% of the public librarians in Indiana hold a degree from Indiana University. A growing number have completed all requirements for the Master of Library Science (MLS) from the IUPUI campus. Many librarians across the state have completed courses from the Indianapolis curriculum over distance education. Hundreds in public libraries and school libraries in Indiana have completed the full requirements for certification through a combination of distance education and summer courses at Indianapolis. Over 200 school corporations in Indiana employ a school media specialist who has completed his or her certification through the IU program. Dozens of academic and special librarians hold the IU MLS as a result of courses completed through IUPUI.

All courses for the Master of Library Science, Specialization in Library Technology Management, dual-degree programs, and certification in public or school librarianship are available through the Indianapolis program. Credits completed from another ALA-accredited program (maximum of six credit hours) or IU Bloomington can be accepted toward the MLS at Indianapolis. Students should consult with their advisor to determine any limitations on such transfers and the best path to follow in order to have a rewarding educational experience.

The school's website, [www.slis.iupui.edu](http://www.slis.iupui.edu), will provide revisions and updates to this bulletin. Students are encouraged to visit the site frequently for information on career opportunities, schedules, and frequently asked questions. Notices on job leads, professional meetings, conferences, and operations of the school can be received through the listserv: [slisindy@iupui.edu](mailto:slisindy@iupui.edu).

## **School of Library and Information Science—The World of Information**

For decades, scholars and futurists have predicted an information revolution. Those predictions have come to life dramatically in recent years. We live in an information age, an age in which the ability to generate and access new knowledge has become a key driver of social and economic growth.

The signs of a new age are everywhere: the Internet and electronic commerce, personal computers in the classroom, interactive media in the home, virtual universities, electronic publishing, and digital libraries. The statistics are irresistible: the amount of information produced in the last decade alone is greater than all the information created in past millennia. The rhetoric of the Information Age has finally become reality, and that reality translates into unprecedented career opportunities for information professionals who know how to organize, manage, and exploit knowledge assets and who combine analytic and technical skills with a sense of the strategic value of information to organizations of all kinds.

Today's information professionals do not merely store and locate information; they also analyze and synthesize raw data to produce customized, value-added services and products for a diverse clientele. The field offers a kaleidoscope of career tracks from which to choose: web design, information systems analysis, database design and marketing, information brokering, medical informatics, systems librarianship, competitor intelligence analysis, and usability testing. In a sense, the opportunities are limited only by the imagination.

Librarians are active agents of social change and early adopters of new information and communication technologies. The range of materials and media they handle has diversified enormously in the last decade. Access to full-text databases, networked resources, and multimedia information systems has become the norm in a matter of years, fueled in no small measure by the prodigious growth of the Internet. The next few years promise even greater advances—global digital libraries, intelligent interfaces, interactive books, collaboratories, intelligent agents, and virtual reality. Indiana University's School of Library and Information Science is responding to the challenge with a flexible and forward-looking curriculum, which stresses those social, behavioral, and cultural aspects of information design and use.

### **SLIS: American Library Association-Accredited Master of Library Science**

The School of Library and Information Science (SLIS) at Indiana University ranks consistently in the top five or ten programs in North America, and its master's and doctoral enrollments are among the largest in the nation. In a recent six-year survey of scholarly productivity and impact, the school was ranked number one (*Library & Information Science Research*, 2006). The MLS (Master of Library Science) degree has been accredited continuously since 1953. The ALA-accredited MLS is the professional entry degree for those seeking positions in academic, public, school, or corporate libraries. Graduate courses may be completed within the MLS curriculum to meet state requirements for certification as a school library media specialist or public librarian. In all library and information areas the MLS is the foundational degree for those who seek management and directorship positions.

In Indianapolis, students can earn the MLS and a number of dual degrees and special certificates. Collaborative programs are available at IUPUI between SLIS and the School of Public and Environmental Affairs, the School of Informatics, the School of Law, Philanthropic Studies, the Department of History, and other disciplines. SLIS courses can be taken in conjunction with graduate-level degrees in informatics, education, fine arts, and business as these programs often allow approved graduate credits from SLIS to count as a part of their graduate degree. Interested students should contact the SLIS director of student services for details.

The IU School of Library and Information Science is a member of the Association for Library and Information Science Education, the American Library Association, the American Society for Information Science and Technology, and the Special Libraries Association. It maintains affiliation with the Indiana Library Federation, the Association of Indiana Media Educators, and the Indiana chapter of the Special Libraries Association.

#### **The History of SLIS at Indiana University**

The School of Education offered the first organized library science curriculum at Indiana University, a program for the preparation of school librarians, in the summer of 1930. In 1938 this curriculum was expanded and made available in the regular school year as well as during the summer session.

In 1947 the Division of Library Science was established within the School of Education. A basic undergraduate curriculum in library science concerned with the fundamental processes common to all types of libraries was

offered as a minor within the four-year program leading to the Bachelor of Arts or Bachelor of Science degree in the College of Arts and Sciences or to the Bachelor of Science in Education degree in the School of Education.

A five-year program leading to the Master of Arts with a major in library science, granted by the Graduate School, was created in 1949, and a Ph.D. program in library and information science was established in 1964. Information on the Ph.D. in information science can be located at [www.slis.indiana.edu](http://www.slis.indiana.edu).

In 1966 the Trustees of Indiana University established the Graduate Library School and the professional degree Master of Library Science, replacing the Master of Arts degree granted by the Graduate School. In 1980 the name of the school was officially changed to School of Library and Information Science (SLIS). In 1985 an extensive menu of graduate courses was added to the Indianapolis campus leading to the MLS degree. All graduate courses leading to the accredited MLS are now offered on an annual basis, including summers, at the IUPUI campus as well as at Bloomington.

### **The Mission of SLIS**

The Indiana University School of Library and Information Science is committed to excellence and innovation in education of information professionals, the creation of new knowledge, and service to a diverse society in a dynamically changing global information environment.

To accomplish this mission, the School has adopted as its goals:

- To educate students for fulfilling careers, professional leadership, lifelong learning, social responsibility, and technological mastery;
- To contribute new knowledge and advance science, with a particular interest in user-centered approaches, social, behavioral, and technological perspectives, interdisciplinary collaboration, and the role of information in society;
- To serve society, our state and local constituencies, and the library and information science profession;
- To create a climate of intellectual engagement, openness, and respect within the School.

### **Goals and Objectives of the Master of Library Science Program**

The School has identified the following goals and related objectives for students who complete the Master of Library Science (MLS) program:

- 1. Assist and Educate Users of Libraries and Information Centers (S501)**
  - Analyze and identify information needs that represent a variety of age, academic, economic, and social groups and apply appropriate search strategies for effective and efficient information retrieval in each situation.
  - Educate users and potential users of information systems to locate and evaluate information resources.
  - Analyze and evaluate the provision of information systems and services in a variety of library and information settings.
- 2. Develop and Manage Library Collections (S502)**
  - Prepare and apply policies and procedures that support the selection and acquisition of information resources, which will meet the information needs of an organization, institution, or community.
  - Manage, evaluate and preserve collections of information resources.
- 3. Organize and Represent Information Resources (S503 or S504)**
  - Understand and effectively apply principles of representation and systems of organization to provide access to resources in a variety of library and information environments.
- 4. Apply Management and Leadership Skills (S551, S552, S553, or S671)**
  - Understand a wide range of organizational structures and management and leadership styles; demonstrate positive attitudes and constructive actions that characterize innovative leadership.
  - Recognize the value of collaborative planning and project management.
  - Apply the interpersonal and organizational skills necessary to manage and evaluate projects and personnel successfully.
  - Work effectively within and across a variety of organizational structures.
  - Communicate an organization's values and contributions, and identify sources that will support the organization's activities.

**5. Conduct and Analyze Research (S505 or S506)**

- Understand and apply research and evaluation methods to investigate questions related to the acquisition, representation, organization, use and/or dissemination of information.
- Analyze and interpret findings of such research and evaluation.

**6. Demonstrate Basic Technical Expertise (S401 or equivalent)**

- Understand the basic applications of modern technology in today's libraries and other information environments.

**7. Approach Professional Issues with Understanding (completion of MLS degree—electives)**

- Comprehend the social, political, and legal aspects of information creation, access, and ownership.
- Engage in continued learning in professional organizations in library and information science.

## Admission Criteria & Application Process

### Master of Library Science Degree Program

The application process begins at [www.slis.iupui.edu](http://www.slis.iupui.edu). The entire process can be completed online.

**Bachelor's Degree** Students holding a bachelor's degree from an accredited four-year collegiate institution are eligible to apply for admission. Applicants in the final year of their undergraduate program may apply and be granted admission conditional upon being awarded the bachelor's degree.

We welcome a wide diversity in undergraduate backgrounds and academic degrees. Most students who seek a graduate degree in library and information science come from successful undergraduate studies in English, history, general liberal arts, and education. We also encourage students from the sciences, the arts, business, and engineering to apply. Over 25% of those entering SLIS hold a master's degree, and a few hold a doctoral degree. The Master of Library Science degree provides an excellent set of academic credentials to enhance another academic degree and often increases employment possibilities.

The admissions committee reserves the right to review the content of specific transcripts. Below average academic performance in some courses may be a factor in denial of admission. A large number of credits, over 20 percent of the undergraduate degree, earned for methods or practice-based courses in business, language, music, or education may lead to a recommendation that additional liberal arts courses be completed before admission or before the MLS is granted.

**GPA** An applicant must have a minimum grade point average (GPA) of 3.0 on a 4.0 scale or its equivalent in the total undergraduate program, or an average of 3.2 in the latest graduate degree or representative graduate hours (usually a minimum of 30 semester hours) completed.

**GRE or GMAT** If the applicant does not meet the SLIS cumulative grade point average requirements, he or she may submit Graduate Record Exam (GRE) scores for consideration to justify admission. Scores should be recent and based on exams completed within three years prior to the application. Minimum GRE scores which will be considered for applicants with low grade point average are 500 verbal, 500 quantitative and 4.5 written analytical. See [www.gre.org](http://www.gre.org) for test schedules. A minimum GMAT score of 550 achieved on an exam completed no more than three years prior to application may serve to justify further consideration for admission for the student who holds a GPA below entry requirements. The Graduate Management Admissions Test (GMAT) may be submitted in place of the GRE. For information on the GMAT call 1-800-462-8669 or visit [www.gmat.org](http://www.gmat.org). In the statement of goals or a separate letter of application, a student who has a GPA below that of the stated requirements is encouraged to address the reasons for this deficiency.

**Letters of Recommendation & Essay** Letters of recommendation should be submitted by three individuals who are familiar with the applicant's academic abilities. Letters from employers and information professionals who are familiar with the applicant's intellectual abilities and work habits are also acceptable.

A personal goals essay of at least 750 words is required. The essay must indicate a student's academic and professional goals appropriate to the desired SLIS degree program. The writing skills indicated in this statement are also considered as part of the admission decision.

We welcome applications from students of all backgrounds. *Indiana University prohibits admission decisions being made on the basis of arbitrary consideration of such characteristics as age, disability, ethnicity, gender, marital status, national origin, race, religion, sexual orientation, or veteran status.*

**Matriculation** Applicants may enter SLIS master's degree programs at the beginning of fall semester, spring semester, or the first and second summer sessions.

### **Admission Categories**

*Admission*—A student's *full admission* status is valid for one year, with an additional year available upon petition. If an admitted student fails to matriculate within the allowed time, the admission status is terminated, and the student must reapply.

*Probationary Admission*—The SLIS admissions committee may grant *probationary admission* to a student who fails to meet one or more of the admission requirements listed above, if, in the judgment of the committee members, there is sufficient other evidence of probable success in the degree program. Probationary admission carries a requirement that the student maintain a *minimum* GPA of 3.0 throughout the program. Other conditions of the probationary admission, if any, will be stated in the admission letter. The student's progress will be monitored throughout the program to ensure that the conditions are maintained. If, at any time in the program, the student does not meet the conditions of the probation, admission will be terminated.

Applicants who are *denied admission* to a SLIS graduate program may not take course work in SLIS without the permission of the dean of the school.

SLIS Nondegree Student Status—Students with an undergraduate degree may be permitted to take up to six (6) credit hours of SLIS graduate course work prior to admission that could count towards their degree if admitted. Nondegree students must complete all necessary prerequisites before taking any course. Nondegree students may be removed from any SLIS course if their place is required for an admitted degree-seeking student. SLIS S401 is a prerequisite course to our degree programs, and does not count towards the credits for the degrees offered. Undergraduate and nondegree students may take SLIS S401.

## **Advising**

Upon admission, each student is assigned an official faculty advisor whose name is given in the admission letter. Students should communicate with their faculty advisors to discuss academic course planning and professional goals. Advisor signatures are also required for various approval forms. Students should carefully plan their course selections, noting appropriate prerequisites and required sequences.

## **Application Procedures for International Students**

International applicants to SLIS programs in Indianapolis will need to complete an application through the Office of International Affairs. Visit this website to begin the application process;  
[www.iupui.edu/~oia/AD/admission\\_step1.html](http://www.iupui.edu/~oia/AD/admission_step1.html).

Payment of an application fee is required.

All international applicants for any SLIS degree program must submit a recent official Graduate Record Examination (GRE) General Test (aptitude). The test must have been taken within three years before application. Minimum GRE scores to meet criteria for consideration of admission are: verbal (500), quantitative (500), and written analytical (4.5). Educational Testing Service provides GRE information and application forms.

Educational Testing Service  
P.O. Box 6000  
Princeton, NJ 08541-6000  
[www.gre.org](http://www.gre.org)

International applicants whose first language is not English must submit recent official scores from the Test of English as a Foreign Language (TOEFL). A minimum TOEFL score of 600 is required for admission to SLIS graduate programs. Educational Testing Service administers the TOEFL once each month at locations throughout the world. Information about TOEFL administration schedules may be obtained from Educational Testing Service at the address given above.

Students whose first language is not English must also take an English language placement test upon arrival at Indiana University. The results of this test are used to determine what, if any, remedial English courses must be successfully completed before graduate study begins. International students should understand that all admissions are granted conditionally, upon verification of English language proficiency, and that enrollment in graduate course work is not permitted, or is limited, until all language deficiencies have been removed.

Additional Indianapolis campus information for international applicants can be found at the IUPUI Office of International Affairs.

**Deadlines for International Students** The SLIS admissions office will not act upon applications until *all* required documents have been received (including transcripts, letters of recommendation, application fee, and GRE and TOEFL test scores as required). Ordinarily, applications for degree programs are processed within one month of being completed and received at SLIS. They are then forwarded to the Office of International Affairs for review. International applicants must comply with the deadline dates indicated in Office of International Affairs website.

Office of International Affairs  
902 W. New York St., ES2126  
Indianapolis, IN 46202  
phone: 317-274-7000  
fax: 317-278-2213  
email: [oai@iupui.edu](mailto:oai@iupui.edu)  
[www.iupui.edu/~oia](http://www.iupui.edu/~oia)

## MLS Degree Requirements

**Note:** Exceptions to degree requirements must be approved in writing by the student's faculty advisor and approved by the dean. Approval forms for course waivers or transfer credit are available in the SLIS office. Most forms are also available on the SLIS website. It is the student's responsibility to ensure that written approval for any program exception is submitted to the SLIS administrative office for placement in the student's academic file. A waiver does not grant academic credit toward the degree. All 36 graduate credits for the MLS must be completed from the SLIS graduate curriculum. Up to six graduate credits from another ALA-accredited master's program may be transferred toward the IU MLS provided the content is current, with high student performance and has the approval of the School's dean.

**Computer-Based Information Skills** The School of Library and Information Science requires that students be computer, network, and information literate and be familiar with basic operations that will be used throughout their course work. This knowledge is prerequisite to many courses in the SLIS curriculum and will form the basis for further learning and skill development throughout students' academic and professional careers. To acquire this base, each student must complete, or apply and receive a waiver for, the SLIS course S401 Computer-Based Information Tools. Normally, the course is completed during the first semester of enrollment. The course is to be completed or a waiver obtained before the student has completed nine graduate credits toward the MLS. This three-credit, undergraduate-level course is a prerequisite for many courses in the SLIS curriculum, although it does not count toward the credit hours required for a SLIS graduate degree.

**Probation Policy** In addition to the probationary admission described earlier, a SLIS student may be placed on probation at any point in the program when a failure to achieve a minimum cumulative grade point average (GPA) of 3.0 occurs. The student will be assigned a time frame in which the required 3.0 GPA must be restored. Failure to achieve a 3.0 GPA within the required time or to maintain the 3.0 GPA for the remainder of the degree program will result in dismissal from the graduate program. In no case is a master's degree awarded for course work in which a cumulative grade point average of less than 3.0 has been achieved. Students will not be permitted to continue graduate course work beyond the number of credit hours required for the degree solely in an attempt to raise the grade point average to the required level. Students are expected to maintain a 3.0 GPA each semester.

**Time Requirements** All requirements for the MLS degree must be met within five consecutive calendar years from the date of completion of the first credited course. In some circumstances, a one-year extension of the five-year time frame may be given, but in no case will a longer extension be granted. Application for the SLIS master's degree must be submitted early in the fall semester for candidates planning to graduate in December, and early in the spring semester for candidates planning to graduate in May, June, or August.

**Foreign Language** Although language skills are recognized as significant in, and in some cases essential to, the information professions, and although such courses may be taken through the university, credit earned for such courses may not be applied toward the MLS degree.

## MLS Course Requirements

*Note:* All course selections, both foundation and elective, are to be made in consultation with the faculty advisor. The abbreviation “P” refers to course prerequisite or prerequisites; the abbreviation “C” refers to course corequisites (required courses that may be taken concurrently).

### Master of Library Science (36 credit hours + S401)

#### Prerequisite

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

**Foundations (15 credit hours)** A candidate for the Master of Library Science degree must complete one course from each of the following areas. Additional courses given may be completed as electives, although students are encouraged to discuss such electives with their academic advisor. Each course listed is for three graduate credits. P means prerequisite. C means completed concurrent with the course.

#### Assist and Educate Users of Libraries and Information Centers

S501 Reference (P or C: S401; formerly L524)

#### Develop and Manage Library Collections

S502 Collection Development and Management (formerly L528)

#### Organize and Represent Information Resources

S503 Organization and Representation of Knowledge and Information (formerly L505)

S504 Cataloging (P: S401; formerly L520)

#### Apply Management and Leadership Skills

S551 Library Management (formerly L527)

S552 Academic Library Management (new course formed from L550)

S553 Public Library Management (new course formed from L550)

S671 School Media (P or C: S501, S571, and S574 or consent of instructor; formerly L553)

#### Conduct and Analyze Research

S505 Evaluation of Library Sources and Services (P: S502; formerly L651)

S506 Introduction to Research (P: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L509)

S519 Evaluation of Information Systems (P: S401; formerly L643)

**MLS Elective Courses** In addition to the five courses (15 credit hours) taken from the foundations, students must select a minimum of 21 credit hours of elective courses to complete the 36 credit hours required for the MLS degree. These electives are to be chosen in consultation with the student’s faculty advisor in order to best satisfy the student’s academic and professional goals. Elective courses for the MLS degree may be chosen from the foundations or the large pool of other SLIS graduate courses available to all master’s degree students.

A candidate for the Master of Library Science degree must complete 36 semester credit hours of graduate course work, all of which must be taken from the IU School of Library and Information Science. A maximum of 6 graduate credit hours from another ALA-accredited master’s degree program may, with the permission of the dean, be applied to the MLS degree. The transferred courses must have a grade of B or higher and must be taken within the five-year time frame allowed for completion of the degree. Only within recognized joint programs, as outlined in this bulletin, may other non-SLIS courses be applied toward the MLS degree.

## MLS/Specialization in Library Technology Management

### MLS/L.T.M. Specialization (45 credit hours + S401)

#### Prerequisite

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

**Foundations (15 credit hours)** – One course from each area. Each course listed is for three graduate credits. P means prerequisite. C means completed concurrent with the course.

**Assist and Educate Users of Libraries and Information Centers**

S501 Reference (P or C: S401; formerly L524)

**Develop and Manage Library Collections**

S502 Collection Development and Management (formerly L528)

**Organize and Represent Information Resources**

S503 Organization and Representation of Knowledge and Information (formerly L505)

**Apply Management and Leadership Skills**

S551 Library Management (formerly L527)

S552 Academic Library Management (new course formed from L550)

S553 Public Library Management (new course formed from L550)

S671 School Media (P or C: S501, S571, and S574 or consent of instructor; formerly L553)

**Conduct and Analyze Research**

S505 Evaluation of Library Sources and Services (P: S502; formerly L651)

S506 Introduction to Research (P: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L509)

S519 Evaluation of Information Systems (P: S401; formerly L643)

**Specialization Core (9 credit hours)**

S504 Cataloging (P: S401; formerly L520)

S533 Online Searching (P: S401; formerly L570)

S554 Library Systems (P or C: S401; formerly L526)

**Specialization Electives (15 credit hours)**

Technology application courses selected from the following or chosen in consultation with the student's faculty advisor:

S511 Database Design (formerly L546)

S516 Human-Computer Interaction (formerly L542)

S532 Information Architecture for the Web (formerly L571)

S541 Information Policy (formerly L563)

S556 Systems Analysis and Design (formerly L545)

S603 (SLIS technology-based workshops, up to 6 credit hours) as approved by advisor (formerly L595)

S621 Audio and Video Sources (formerly L552)

S652 Digital Libraries (formerly L566)

Outside Courses: up to 6 graduate credits with advisor's approval (see form)

S605 Internship options for up to 6 credit hours are available and should involve application of technology skills. (formerly L596)

## Dual Master's Degree Programs

**Note:** In addition to the dual programs described below, other cooperative programs may be in development. Contact the director of student services or the executive associate dean for details.

**Goals:**

- To expand the career options for IU SLIS graduate student through cooperative academic programs that can be developed specifically at Indianapolis because of distinctive professional programs on that campus.
- Establish a stronger cooperative base between SLIS at Indianapolis and the other prominent academic units on the IUPUI campus.

**General Criteria for SLIS Dual Programs**

- The graduate student must apply and meet admission requirements for both programs within the same academic year.

- A grade point average of 3.0 or better must be maintained.
- The student is required to meet requirements for SLIS S401 or gain a waiver for such computer based skills.
- The student is required to complete a minimum of 30 graduate credits from SLIS, including courses to satisfy the five core foundation areas.
- Dual degree programs are “campus specific” meaning the student is expected to complete a majority of the graduate credits in SLIS from the Indianapolis campus.
- The joint degree is subject to the admission and course requirements as approved by that unit in cooperation with SLIS.
- Students will have an advisor from both units represented in the dual-degree program.
- The dual degrees or certificates are awarded simultaneously.
- Some dual degree programs allow for six graduate credits of internship, unless otherwise restricted.

## **Master of Library Science–Master of Arts in History (53 credits)**

Interest in public history, genealogy, historic preservation, and archives and museum administration creates a demand for professionals with expertise in both historical research and information management. The dual MLS–MA in History program requires completion of a minimum of 53 credit hours of graduate course work. Students must apply for admission to the master’s programs of both the School of Library and Information Science and the Department of History and meet the admission criteria established for each. The two degrees must be awarded simultaneously. Contact the History Chair, Dr. Robert G. Barrows ([rbarrows@iupui.edu](mailto:rbarrows@iupui.edu)).

Requirements for the Master of Library Science degree (30 SLIS graduate credit hours) are as follows. P means prerequisite. C means completed concurrent with the course.

### **Prerequisite**

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

### **Foundations (15 credit hours minimum). Each course listed is for three graduate credits.**

S501 Reference (P or C: S401; formerly L524)

S502 Collection Development and Management (formerly L528)

S503 Organization and Representation of Knowledge & Information or S504 Cataloging (P for S504: S401; formerly L505 or L520)

S505 Evaluation of Library Sources & Services or S506 Introduction to Research (P for S505: S502; P for S506: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L651 or L509)

S551 Library Management, S552 Academic Library Management, or S553 Public Library Management (formerly L527 or L550)

### **Six credits from SLIS in library history and literature from the following. Each course listed is for three graduate credits.**

S521 Humanities Information (P: S501 or consent of instructor; formerly L623)

S522 Social Sciences Information (P: S401, S501, or consent of instructor; formerly L625)

S580 History of Libraries (formerly L517)

S582 Preservation (formerly L514)

S623 Genealogy and Local History (P: S501 and S502; new course formed from L620)

S680 The Book to 1450 (formerly L588)

S681 The Book 1450 to Present (formerly L589)

### **Nine credits from SLIS in information technologies from the following. Each course listed is for three graduate credits unless otherwise specified.**

S532 Information Architecture for the Web (P: S401; formerly L571)

S533 Online Searching (P: S401 or consent of instructor; formerly L570)

S541 Information Policy (formerly L563)

S554 Library Systems (P: S401; formerly L526)

S556 Systems Analysis and Design (formerly L545)

S605 Internship (P: permission of faculty advisor; formerly L596; 2-6 credits)

S652 Digital Libraries (P: S532 or consent of instructor; formerly L566)

**A minimum of 23 credit hours is required in the Department of History for the Master of Arts degree, including H547.**

SLIS Advisor: Dr. Jingfeng Xia ([xiaji@iupui.edu](mailto:xiaji@iupui.edu))

## **Master of Library Science–Master of Science in Health Informatics (60 credits)**

Designed for the student seeking a career in the field of health information management with opportunities in health sciences libraries, academia, information technology (IT), hospital management, hospital information systems, corporate research centers, and corporate IT. The dual MLS–MS in Health Informatics program requires completion of a minimum of 60 credit hours of graduate course work. Students must apply for admission to the master's programs of both the School of Library and Information Science and the School of Informatics and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree (30 SLIS graduate credit hours) are as follows. P means prerequisite. C means completed concurrent with the course.

### **Prerequisite**

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

### **Required SLIS Credits (18 credit hours). Each course listed is for three graduate credits.**

S501 Reference (P or C: S401; formerly L524)

S502 Collection Development and Management (formerly L528)

S503 Organization and Representation of Knowledge & Information (formerly L505)

S506 Introduction to Research (P: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L509)

S533 Online Searching (P: S401 or consent of instructor; formerly L570)

S653 Health Sciences Librarianship (P or C: S501; formerly L559)

### **Directed SLIS Electives (Minimum of 12 credits). Each course listed is for three graduate credits.**

S505 Evaluation of Library Sources and Services (P: S502; formerly L651)

S511 Database Design (P: S401; formerly L546)

S519 Evaluation of Information Systems (P: S401; formerly L643)

S573 Education of Information Users (P: S401, S501 or S516; formerly L554)

S604/I635 Topics in Library and Information Science/Consumer Health Informatics (formerly L597)

S622 Resources and Services for People with Disabilities (formerly L620)

### **SLIS Program Electives (Maximum of 9 credits). Each course listed is for three graduate credits unless otherwise specified.**

S504 Cataloging (P: S401; formerly L520)

S516 Human-Computer Interaction (formerly L542)

S517 Web Programming (formerly L548)

S523 Science and Technology Information (P: S401 and S501; formerly L624)

S532 Information Architecture for the Web (P: S401; formerly L571)

S541 Information Policy (formerly L563)

S554 Library Systems (P: S401; formerly L526)

S556 Systems Analysis and Design (formerly L545)

S573 Education of Information Users (formerly L554)

S605 Internship in Library and Information Science (P: permission of faculty advisor; formerly L596; 2-6 credits)

S633 Indexing (P: S503; formerly L583)

S652 Digital Libraries (P: S401; formerly L566)

**From Informatics** 24 graduate credits plus 6 thesis credits. See the School of Informatics Health Informatics website for specific requirements.

SLIS Advisor: Dr. Katherine Schilling ([katschil@iupui.edu](mailto:katschil@iupui.edu)).

## **Master of Library Science–Master of Arts in Philanthropic Studies (51 credits)**

Designed for the student seeking a management career with libraries and other nonprofit institutions. Content includes gaining expertise in management of special library programs, fund-raising and endowment management, capital project management and leadership in academic, corporate or large public libraries. The dual MLS–MA in Philanthropic Studies program requires completion of a minimum of 51 credit hours of graduate course work. Students must apply for admission to the master's programs of both the School of Library and Information Science and the Philanthropic Studies Program at the IUPUI Graduate School and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree (30 SLIS graduate credit hours) are as follows. P means prerequisite. C means completed concurrent with the course.

### **Prerequisite**

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

### **Required SLIS Credits (18 credit hours). Each course listed is for three graduate credits.**

S501 Reference (P or C: S401; formerly L524)

S502 Collection Development and Management (formerly L528)

S503 Organization and Representation of Knowledge & Information or S504 Cataloging (P for S504: S401; formerly L505 or L520)

S506 Introduction to Research (P: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L509)

S551 Library Management or approved S552 Academic Library Management or S553 Public Library Management (formerly L527 or L550)

### **Nine credits selected from following. Each course listed is for three graduate credits unless otherwise specified.**

S541 Information Policy (formerly L563)

S605 Internship in a philanthropic environment (P: permission of faculty advisor; formerly L596; 2-6 credits)

S650 Library Philanthropy (formerly L597)

### **Plus six general SLIS graduate elective credits.**

**From Philanthropy** 21 graduate credits including A509 Cross-Cultural Dimensions, H511 History of Philanthropy (United States), P512 Human and Financial Resources in Philanthropy, P521 Nonprofit and Voluntary Sector, P523 Civil Society and Public Policy, P542 Ethics and Values in Philanthropy, P590 Internship in Philanthropic Studies. [www.philanthropy.iupui.edu](http://www.philanthropy.iupui.edu)

SLIS Advisor: Dr. Jean Preer [jepreer@iupui.edu](mailto:jepreer@iupui.edu)

## **Master of Library Science-Law (J.D.) (114 credits)**

Designed for the student seeking directorship in an academic law library or management of a corporate law library. Credentials for this dual program are also important for advanced reference and electronic document management in a legal setting. Courses and internships will guide students to specialize in copyright law and issues related to intellectual property and intellectual freedom. The dual MLS–J.D. program requires completion of a minimum of 114 credit hours of graduate course work. Students must apply for admission to the master's programs of both the School of Library and Information Science and the School of Law at IUPUI and meet the admission criteria established for each. The two degrees must be awarded simultaneously.

Requirements for the Master of Library Science degree (30 SLIS graduate credit hours) are as follows. P means prerequisite. C means completed concurrent with the course.

### **Prerequisite**

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

**SLIS Required Foundation Credits (18 credit hours). Each course listed is for three graduate credits.**

S501 Reference (P or C: S401; formerly L524)

S502 Collection Development and Management (formerly L528)

S503 Organization and Representation of Knowledge & Information or S504 Cataloging (P for S504: S401; formerly L505 or L520)

S505 Evaluation of Library Sources & Services or S506 Introduction to Research (P for S505: S502; P for S506: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L651 or L509)

S551 Library Management, S552 Academic Library Management, or S553 Public Library Management (formerly L527 or L550)

**Additional SLIS required credits (6 credit hours). Each course listed is for three graduate credits.**

S605 Internship (P: permission of faculty advisor; formerly L596)

S654 Law Librarianship (P: S501 or consent of instructor; formerly L530)

**Plus nine credits selected from the following. Each course listed is for three graduate credits.**

S522 Social Science Information (P: S401, S501, or consent of instructor; formerly L625)

S523 Science and Technology Information (P or C: S501; formerly L624)

S525 Government Information (P: S501; formerly L628)

S526 Business Information (P: S501, or consent of instructor; formerly L629)

S533 Online Searching (P: S401 or consent of instructor; formerly L570)

S541 Information Policy (formerly L563)

S640 Seminar in Intellectual Freedom (P: 9 credits of SLIS graduate credit or permission of instructor; formerly L608)

**From Law** 84 credits including required courses identified by the advisor in Copyright Law; Freedom of Speech, Press, and Religion; Advanced Legal Research; Law Library and Research Internship; Thesis. Highly recommended are courses in Federal Telecommunications Law; Intellectual Property; Seminar in Education Law; Seminar in Law and Technology. <http://indyilaw.indiana.edu>

SLIS Advisor: Dr. Jean Preer [jepreer@iupui.edu](mailto:jepreer@iupui.edu)

## **Master of Library Science–Certificate in Public or Nonprofit Management (SPEA) (42 credits)**

Designed for the student seeking courses that address management skills relevant to those who may direct academic, public, or corporate libraries. Academic exercises will acquaint students with issues in human resource management, public finance and dealing with governance bodies such as a Board of Directors. The dual MLS–Certificate in Public or Nonprofit Management program requires completion of a minimum of 42 credit hours of graduate course work. Students must apply for admission to the master's program of the School of Library and Information Science and the Certificate program in the School of Public and Environmental Affairs and meet the admission criteria established for each. Courses from the School of Public and Environmental Affairs (SPEA) are available either on campus or online. [www.spea.iupui.edu](http://www.spea.iupui.edu). The MLS degree and certificate must be awarded simultaneously.

Requirements for the Master of Library Science degree (30 SLIS graduate credit hours) are as follows. P means prerequisite. C means completed concurrent with the course.

### **Prerequisite**

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

### **Foundations (15 credit hours minimum). Each course listed is for three graduate credits.**

S501 Reference (P or C: S401; formerly L524)

S502 Collection Development and Management (formerly L528)

S503 Organization and Representation of Knowledge & Information or S504 Cataloging (P for S504: S401; formerly L505 or L520)

S505 Evaluation of Library Sources & Services or S506 Introduction to Research (P for S505: S502; P for S506: S401 and completion of 9 credit hours in SLIS, S501 and S502 recommended, or consent of instructor; formerly L651 or L509)

S551 Library Management (formerly L527)

**Plus 15 elective credits from SLIS that should include the following. Each course listed is for three graduate credits.**

S525 Government Information (P: S501; formerly L628) or S526 Business Information (P: S501 or consent of instructor; formerly L629)

S533 Online Searching (P: S401 or consent of instructor; formerly L570)

S541 Information Policy (formerly L563) or S640 Seminar in Intellectual Freedom (P: 9 credits of SLIS graduate credit or permission of instructor; formerly L608)

S552 Academic Library Management or S553 Public Library Management (new courses formed from L550)

S605 Internship as an administrative assistant (P: permission of faculty advisor; formerly L596)

**From SPEA for the Public Management Certificate** 12 graduate credits that include V502 Public Management, V560 Public Finance and Budgeting, V561 Public Personnel Management, and one three (3) credit SPEA V elective course approved by the SPEA Graduate Program Director.

**From SPEA for the Nonprofit Management Certificate** 12 graduate credits that include V522 Human Resource Management in Nonprofit Organizations, V525 Management in the Nonprofit Sector, V526 Financial Management for Nonprofit Organizations, and one three (3) credit SPEA V elective course approved by the SPEA Graduate Program Director.

## Executive Management in Library Science Certificate

This dual program is in development and will be designed for those who already hold the MLS degree, have successful professional library experience, and seek to advance into a management or directorship position. Courses from SPEA will be delivered online and courses from SLIS will be completed on an independent and internship basis with placement in the student's local community. The certification, if approved, will likely total 15 graduate credits.

SLIS Advisor: Dr. Marilyn Irwin (irwinm@iupui.edu)

## Certification (License) as Teacher of Library Media (K-12) [www.slis.iupui.edu/programs/school.asp](http://www.slis.iupui.edu/programs/school.asp)

A teaching license is required for employment as a school media specialist in any state.

**Requirements for Licensed Teachers** Individuals who hold a valid teaching license may add the certification for Teacher of Library Media with emphasis in school media information technology by successful completion of the following 27 credits.

### Prerequisite

S401 Computer-Based Information Tools (3 cr.) or waiver ([www.slis.iupui.edu/student/current/401.asp](http://www.slis.iupui.edu/student/current/401.asp))

**Required Credits (18 credits)** The following courses (except S605) are offered as web-based courses or over the Virtual Indiana Classroom (VIC) interactive television system received at Indianapolis, Fort Wayne, Gary, New Albany, and South Bend. Each course listed is for three graduate credits.

S501 Reference (P or C: S401; formerly L524)

S504 Cataloging (P: S401; formerly L520)

S571 Materials for Youth (formerly L533)

S574 Information Inquiry for School Teachers (formerly L551)

S605 Internship (in school library media management; formerly L596)

S671 School Media (P or C: S501, S571, and S574, or consent of instructor; formerly L553)

**Application of Technology to Instruction (9 credits)** Choose from the following courses each offered for three graduate credits unless otherwise specified. Check schedule for selected courses offered via distance education over the Internet.

S516 Human-Computer Interaction (formerly L542)

S532 Information Architecture for the Web (P: S401; formerly L571)

S533 Online Searching (P: S401 or consent of instructor; formerly L570)

S554 Library Systems (P: S401; formerly L526)

S573 Education of Information Users (formerly L554)

S603 Workshops that are technology-related such as Electronic Materials for Children, High Tech Learning, Video Production, or Grant Writing (1-3 cr.; formerly L595; only 6 credits of S603 count toward the MLS)  
S621 Audio and Video Sources (formerly L552)  
S622 Resources and Technologies for People with Disabilities (P: S401, S501, or consent of instructor; new course formed from L620)  
S652 Digital Libraries (P: S401; formerly L566)

The student must meet the graduate admission requirements for the MLS program at either Indianapolis or Bloomington. Contact Dr. Marilyn Irwin, Director of Library Media Education at (317) 278-2376 or [irwinm@iupui.edu](mailto:irwinm@iupui.edu). Full course descriptions are available at [www.slis.iupui.edu](http://www.slis.iupui.edu) or [www.slis.indiana.edu](http://www.slis.indiana.edu). Successful completion of 27 credits for library media may also count toward the 36 credit hour Master of Library Science (MLS), accredited by the American Library Association. Of the nine additional credits to complete the MLS, S502 Collection Development and Management (formerly L528) and S505 Evaluation of Resources and Services (P: S502; formerly L651) or S506 Introduction to Research (P: S401, completion of 9 credit hours in SLIS, or consent of instructor; formerly L509) will be required.

**Individuals who do not hold a valid teaching license** may establish such as Teacher of Library Media by completing the above 27 credits and 15 credits from the menu of education courses below, along with passing Praxis I and Praxis II (teacher exams), and successful completion of student teaching in school media which includes five credits in a secondary school and five credits in an elementary school. All education credits and all SLIS credits are to be completed prior to starting the student teaching experience. The student must submit passing scores for Praxis I as part of their application to the student teaching program. Placement for student teaching is through the IU School of Education in Bloomington. Passing scores for Praxis II must be submitted before licensing.

**Educational Psychology** – One 3-credit course from the following:

P444 Applied cognition and Learning Strategies  
P510 Psychology in Teaching  
P514 Life Span Development  
P515 Child Development  
P516 Adolescent Development  
P525 Psychological Issues in Education  
P530 Instructional Psychology  
P540 Learning and Cognition in Education  
P545 Educational Motivation  
P575 Developing Human Potential

**Philosophy of Education** – One 3-credit course from the following:

H340 Education and American Culture  
H510 Foundations of Educational Inquiry  
H520 Education and Social Issues  
H530 Philosophy of Education  
H538 Critical Thinking and Education  
H540 Sociology of Education  
H560 Education and Change in Societies

**Curriculum and Technology** – Two 3-credit courses from the following:

W310 Computer-Based Teaching Methods  
E535 Elementary School Curriculum  
J500 Instruction in the Context of Curriculum  
J630 Curriculum Development and Theory  
K505 Intro to Special Education for Graduate Students  
K510 Assistive Technology in Special Education  
R503 Application of Instructional Media and Technology  
R505 Workshop in Instructional Systems Technology  
R547 Computer-Mediated Learning  
S503 Secondary School Curriculum

**Reading and Literacy** – One 3-credit course from the following (L courses are from EDUC, not SLIS):

L500 Instructional Issues in Language Learning  
L501 Critical Reading K-12  
L504 Learner Literacy Difficulties  
L511 Advanced Study in Teaching of Writing in Elementary Schools  
L512 Advanced Study in Teaching of Writing in Secondary Schools

L517 Advanced Study of Teaching in Reading  
L524 Language Education Issues in Bilingual and Multicultural Education  
L545 Advanced Study of Teaching Elementary Reading  
L559 Trade Books in the Elementary Classroom  
L567 Media in the Teaching of English  
L645 Organization and Administration of a School Reading Program

## Public Library Certification Requirements

Students who desire certification for positions in Indiana public libraries must meet the requirements established by the Indiana State Library. Information about certification requirements can be found online at <http://in.webjunction.org/667>. For additional information, contact the:

Professional Development Office  
Indiana State Library  
140 N. Senate  
Indianapolis, IN 46204  
phone: 317-234-5650 or 1-800-451-6028  
email: [pdo@library.in.gov](mailto:pdo@library.in.gov)

## Distance Education

Many courses are delivered over distance education, and the format for delivery may be two-way interactive television or web-based instruction. Some classes are offered via interactive television (Virtual Indiana Classroom/VIC) or the internet. This format is available at IU Northwest in Gary, IU South Bend, IU Southeast in New Albany, and Indiana University–Purdue University Fort Wayne. Depending on the content of the course and the availability of qualified faculty, web-based classes are being added to the course listing. Check the course listings at <http://www.slis.iupui.edu/courses/classes.aspx> for courses offered.

Although there is a growing number of distance education courses offered, the entire MLS degree cannot be earned in this format. Depending on a student's career goal, he or she will need to plan to complete six or more credits in Indianapolis to finish the MLS.

Certification for Teacher of School Media can be completed via web-based courses; however, the entire MLS degree cannot. Students with other library career goals (e.g., academic librarian, archivist) should be aware that the online classes offered may not be the most appropriate courses to take for that goal. Faculty advisors are available to provide guidance on the best course options.

## General Information

**Definition of Grades** Instructors in the School of Library and Information Science use a grading system that includes plus and minus grades as well as straight letters. Numerical equivalents for these grades are as follows and typical for a grade point average figured on a 4.0 scale.

A = 4.0; A- = 3.7; B+ = 3.3; B = 3.0; B- = 2.7;  
C+ = 2.3; C = 2.0; C- = 1.7; D+ = 1.3; D = 1.0;  
D- = 0.7; F = 0.0.

Individual faculty members may apply different methods to compute and justify the letter grades awarded. A grade issued by a SLIS instructor for a course project, test or final grade for the course carries the meaning as described below.

Letter grades have been defined as follows by student and faculty members of the Curriculum Steering Committee and have been approved by the faculty as an aid in evaluation of academic performance. These definitions should assist students by giving them an understanding of the grading standards of the School of Library and Information Science and reflecting the expectation that successful graduate students perform at the grade level of B or higher.

- 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.
- A– (3.7) Excellent achievement. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner.
- B+ (3.3) Very good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus.
- B (3.0) Good work. Student performance meets designated course expectations, demonstrates understanding of the course materials, and performs at an acceptable level.
- B– (2.7) Marginal work. Student performance demonstrates incomplete understanding of course materials.
- C+ (2.3) Unsatisfactory work and inadequate understanding of course materials.
- C (2.0)
- C– (1.7) Unacceptable work; course work performed at this level will not count toward the MLS or MIS degree; for the course to count toward the degree, the student must repeat the course with a passing grade.
- D+ (1.3)
- D (1.0)
- D– (0.7)
- F (0.0) Failing. Student may continue in program only with permission of the dean.

Grades are assigned by individual instructors based on a combination of student performance measures developed for each course. Student achievement of course objectives is usually assessed through the use of multiple performance measures. For example, a combination of several of the following assessment methods is common: examinations, class participation, written assignments and exercises, research papers, or term projects. Other methods, depending on course content and objectives, may include in-class small group exercises, oral presentations, field-based projects and field experiences, role-playing, or case study presentations.

No course in which a student receives a grade lower than C (2.0) will be counted toward requirements for any SLIS degree. Any required course on which a grade lower than C is received must be repeated; an elective course on which an unacceptable grade is earned need not be repeated, but it may be repeated or another course must be taken in its place. Repeating an unacceptable course or taking another in its place does not remove the credit points for that course from a student's cumulative grade point average. All grades achieved in SLIS courses will be counted in the SLIS and IU GPA. Since a minimum GPA of 3.0 (B) is required for graduation, any grade below B must be balanced by another sufficiently above B to keep the GPA at the 3.0 level.

A "grade" of S for Satisfactory or U for Unsatisfactory is issued for such courses as S401 Computer Based Information Tools and S605 Internship.

**Grade of Incomplete (I)** The grade of Incomplete (I) may be used on the final grade report at the discretion of the instructor. The grade I indicates that the student's work in a course is satisfactory thus far but has not been completed as of the end of the semester.

The grade of Incomplete may be given only when the completed portion of a student's work in a course is of passing quality, and may be awarded only upon showing hardship to the student that would make it unjust to hold the student to the original time limit for course completion. It is the responsibility of the student who has incurred a grade of Incomplete in any course to fulfill the requirements of that course within a maximum of one calendar year from the date on which the I grade is recorded; however, the instructor may designate a deadline for completion of work that is less than one year. After one calendar year, a grade of Incomplete automatically changes to a grade of F on the student's record.

**Computer Accounts** All SLIS students are eligible for, and are required to obtain, computer accounts from University Information Technology Services. These accounts include an electronic mail component, which is utilized by SLIS for both official and nonofficial communication. Student job openings, scholarship and financial aid opportunities, deadlines for submission of official paperwork, and announcements of social functions are just a few examples of the information disseminated via electronic communication. Students will be held responsible for receiving and responding as appropriate to all official electronic mail. It is University policy that communication sent to the student via the student's electronic mail campus address is considered official notice. Each SLIS student should use their campus electronic-mail address to join the School's Listserv at [slis-indy@iupui.edu](mailto:slis-indy@iupui.edu). Contact the SLIS director of student services for details.

**Summer Sessions** The School of Library and Information Science offers one of the largest selections of summer classes proportional to school enrollment. The two summer sessions are six-weeks in length, from early May to mid-June and from mid-June to mid-August. It is possible for some students to complete a SLIS master's degree by attending only summer sessions over the period of five years allowed for degree completion. Students are cautioned, however, that not all courses are or will be available during summer sessions.

## Financial Aid

A student must be admitted to a graduate degree program in order to be eligible for financial aid from SLIS. Students with financial assistance must make adequate progress toward their degree each semester and meet all other requirements of the award, or financial support may be discontinued. Stipends and salaries earned by graduate students are taxable. It is our understanding that fellowships and fee scholarships are not taxable under current regulations; however, it is the responsibility of each recipient to confirm the tax status of any award with the Internal Revenue Service.

**Financial Aid on the IUPUI Campus** Graduate assistantships that include in-state tuition remission and employment in the University Library or SLIS are available to SLIS students attending classes on the Indianapolis (IUPUI) campus. For information about eligibility requirements and application procedures, please contact:

School of Library and information Science  
University Library 3100  
755 W. Michigan Street  
Indianapolis, IN 46202-5195  
phone: (317) 278-2375

**Fellowship Awards** One-time cash fellowship awards to new and continuing students in the SLIS degree programs are awarded through the following organizations:

- **Indiana Library Federation Scholarships** are awarded annually by the ILF to students who are Indiana residents, have economic need, and are studying or wish to study for a career in librarianship. Awards are made each spring, and recipients must agree to work in an Indiana library for one year following degree receipt. Details for application are publicized each spring by SLIS and the ILF. These scholarships average between \$300 and \$1,000.
- **Association for Indiana Media Educators Scholarship** is offered to students planning a career in Indiana school library media centers. Application details are published by the association and SLIS when they become available. These scholarships average between \$300 and \$600.
- **ALA Scholarship Program** [www.ala.org/ala/educationcareers/education/scholarships/index.cfm](http://www.ala.org/ala/educationcareers/education/scholarships/index.cfm)
- **IUPUI Graduate Advisory Council** considers applicants from SLIS for fellowships annually. Applicants are selected from students who have an outstanding academic record. These fellowships are normally for two years, with an annual \$12,000 stipend and in-state fee remission.
- **Graduate Assistantships** are awarded annually. The School and the University Library support six to ten assistantships each year. Normally, these assistantships will include an hourly salary for assisting a faculty member or work in the University Library, and fee remission equal to in-state tuition.

• **Other financial aid opportunities** are publicized by the school as they become available. This information is available primarily on the SLIS-INDY Listserv via electronic mail.

**Student loans** and other financial aid opportunities are available to graduate students at IUPUI. Contact:

Office of Student Financial Aid  
CE 250A, 420 N. University Boulevard  
Indianapolis, IN 46202-5145  
phone: (317) 274-4162  
[www.iupui.edu/~finaid](http://www.iupui.edu/~finaid)

**International student aid** from the School of Library and Information Science is very limited. Aid available from the school for matriculating students is normally restricted to U.S. citizens and permanent residents. In some cases, a continuing international student will receive financial assistance following the first semester in SLIS, but in no case does the available aid approach the entire amount needed for the support of an international student attending a graduate degree program at Indiana University. International students are advised not to count on any financial assistance from the school, but to seek sponsorship and support from other sources. The university will not issue visa documentation until the international student submits evidence of complete financial support. Information on other financial aid for international students may be obtained from the:

IUPUI Office of International Affairs  
902 W. New York St., ES2126  
Indianapolis, IN 46202-5167  
phone: (317) 274-7294  
[www.iupui.edu/~oia](http://www.iupui.edu/~oia)

## Courses

### Master Level Courses

**S501 Reference (3 cr.; formerly L524)** P or C: S401. This course introduces students to the basic information sources and services among different types of libraries and information centers, including academic, public, special, and school media.

**S502 Collection Development and Management (3 cr.; formerly L528)** Theoretical and pragmatic aspects of the selection, evaluation, and management of collections in all types of libraries. Acquisitions, publishers and publishing, policy making, and intellectual freedom and censorship are also covered.

**S503 Organization and Representation of Knowledge and Information (3 cr.; formerly L505)** Introduces students to various disciplines' approaches to the understanding, organization, representation (summarizing), and use of knowledge and information. This survey looks for commonality among the approaches taken in information science, cognitive psychology, semiotics, and artificial intelligence, among others. The goal is to identify criteria for evaluation and improvement of ways to organize and represent information for future retrieval. Information systems currently used in libraries and information centers will be studied as examples. Emphasis in the course is on concepts and ideas, with appropriate attention to terminology and technology.

**S504 Cataloging (3 cr.; formerly L520)** P: S401. Historical development and principles essential to the understanding of the conceptual foundations of providing bibliographic access and control of materials and information. Discussion and examples in the application of AACR2r will be presented to illustrate and reflect current practice. Emphasis is on monographic publications.

**S505 Evaluation of Library Sources and Services (3 cr.; formerly L651)** P: S502. Examines the applied evaluation of library resources and services, including collections, document delivery, technical services, reference services, and overall library performance. Emphasis is placed on the available methods and methodological issues. The checklist method, availability studies, document delivery tests, use studies, applied bibliometrics, and the use of automation are covered.

**S506 Introduction to Research (3 cr.; formerly L509)** P: S401, completion of 9 credit hours in SLIS (S501 and S502 recommended), or consent of instructor. The research process, including concepts, design, conduct, and evaluation. Examines the principles and characteristics of approaches and methodologies relevant to research in the field. Examples of data sources and introduction to methods of statistical description and analysis; ethical issues.

**S511 Database Design (3 cr.; formerly L546)** P: S401 or consent of instructor. Concerned with a comprehensive view of the processes involved in developing formal access to information from a user-centered point of view. Considers various database models (such as flat file, hierarchical, and relational), and hypertext (in terms of text, sound, numeric, image, and geographic data). Students will design and implement databases using several commercial database management systems.

**S516 Human-Computer Interaction (3 cr.; formerly L542)** Examines the human factors associated with information technology and seeks to provide students with knowledge of the variables likely to influence the

perceived usability, and hence the acceptability, of any information technology. In so doing, it will enable students to progress further toward specialist work in the important field of human-computer interaction.

**S517 Web Programming (3 cr.; formerly L548)** P: S401 or consent of instructor. Introduces basic skills for programming and manipulation of data structures for bibliographic and full text information systems.

**S519 Evaluation of Information Systems (3 cr.; formerly L643)** P: S401. Theoretical and practical exploration of the issues surrounding contemporary information systems. A specific focus will be on evaluating information systems from the user perspective. This evaluation approach will cut across disciplinary frameworks: behavioral, cognitive, and social sciences. The approach will also touch on multiple research methods: online surveys, sense-making, critical incident, and network analysis.

**S521 Humanities Information (3 cr.; formerly L623)** P: S501 or consent of instructor. Introduction to information sources and services in the disciplines of performing arts, music, fine arts, literature, language, philosophy, and religion. In addition, the course addresses information needs and behavior patterns of users seeking these types of information.

**S522 Social Sciences Information (3 cr.; formerly L625)** P: S401 and S501, or consent of instructor. Study of the core information tools in the fields of anthropology, economics, history, political science, psychology, and sociology. Includes key bibliographic databases and electronic network tools. Evaluation of research dealing with information channels in these fields.

**S523 Science and Technology Information (3 cr.; formerly L624)** P or C: S401 and S501. General materials, reference books, periodicals, government documents, nonbook media in the individual literature of individual disciplines; patents and report literature. Examination of production, publication, distribution, and forms of scientific and technical literature.

**S524 Adult Readers Advisory (3 cr.; formerly L622)** P: S501 and S502. A review and discussion of trends reflected in subject content and use of book and nonbook materials for patrons in secondary school and public libraries in relation to changing young adult and adult needs and the role of libraries in meeting such needs.

**S525 Government Information (3 cr.; formerly L628)** P: S401 and S501. Survey of government information dissemination in all formats and at all levels of government. Consideration of government information policy. Primary emphasis given to U.S. government information but some consideration given to state and local publications in the United States, and those of international organizations.

**S526 Business Information (3 cr.; formerly L629)** P: S401, S501, or consent of instructor. Introduction to basic business materials. Includes resources, research methods, current developments, automated systems, and databases.

**S532 Information Architecture for the Web (3 cr.; formerly L571)** P: S401. Focuses on website development. Students study information architecture as an approach for site organization and design, and learn about product management for complex web development tasks. In lab sessions, students work with markup languages and scripting and develop sites, typically for real clients, as well as local libraries.

**S533 Online Searching (3 cr.; formerly L570)** P: S401 or consent of instructor. Principles, methods, and techniques of advanced online information retrieval (IR). Characteristics of and search strategies for the use of bibliographic, referral, citation, fact, numeric, and full text databases and search systems. Considers standards, use of communications software, front-ends and micro-based IR systems, and creation of in-house databases.

**S541 Information Policy (1-3 cr.; formerly L563)** Data creation, publication, dissemination, and use occur in a complex social context. Legal and regulatory structures continue to evolve to control these processes. This course explores international and U.S. principles, laws, and regulations affecting the information industry. Focus varies with the topic; for example, copyright of electronic information sources or transborder data flow. May be repeated for credit when topic varies.

**S550 Perspectives on Librarianship (3 cr.; formerly L522)** Overview of the library as a social institution—historically, currently, and for the future—within social, economic, political, and cultural contexts. Focuses on the institution, the collections and formats, and the users to create an understanding of the role and importance of libraries. S550 provides excellent opportunities to help students explore the library profession.

**S551 Library Management (3 cr.; formerly L527)** Management and administration of all types of libraries. Covers basics of organizational structure, planning, budget management, human resources issues and skills, and an understanding of the manager in the context of the organization.

**S552 Academic Library Management (3 cr.; new course developed from L550)** Management and administration of academic libraries, including specific material related to organization structure, planning, budget management, human resources issues and skills, and an understanding of the manager in the context of a higher education environment.

**S553 Public Library Management (3 cr.; new course developed from L550)** Management and administration of public libraries, including specific material related to organization structure, planning, budget management, human resources issues and skills, and an understanding of the manager in the context of a community environment.

**S554 Library Systems (3 cr.; formerly L526)** P or C: S401. Principles for the design, selection, implementation and management of automated systems of all types in libraries, including systems for technical services processing, reference and user services, and management. Focus is on present and future applications of technology in libraries, their technical features, and their implications for library services and management. When possible, some practical experience with a particular application will be provided.

**S556 Systems Analysis and Design (3 cr.; formerly L545)** P: computer literacy or consent of instructor. Using a behavioral approach to information systems, this course covers information systems designed to conform to the needs of users.

**S571 Materials for Youth (3 cr.; formerly L533)** Evaluation and use of books, magazines, recordings, films, radio and television broadcasts, and other sources of information and recreation.

**S572 Youth Services (3 cr.; formerly L535.)** P or C: S571 or consent of instructor. This course emphasizes the history, philosophy, and description of children and young adult library services. It takes a holistic look at the role of the youth services librarian from planning and evaluation to specific services and programs, and examines the current and future outlook for this type of librarianship. Emphasis is on the public library, but cooperation with appropriate services and programs, such as school media centers, is also discussed.

**S573 Education of Information Users (3 cr.; formerly L554)** P or C: S401, S501 or S516, or consent of instructor. This is a hands-on course in which students will have the opportunity to practice and evaluate methods in design and presentation of various approaches to bibliographic instruction, including library skills and orientation, user education, discipline-specific instruction, and information literacy. Students will be expected to research and debate information literacy theory, and to make several extensive oral presentations, which will be subject to critical review. The course reviews educational theories for application to secondary school, college and university settings that provide application of AASL and ACRL standards for information literacy.

**S574 Information Inquiry for School Teachers (3 cr.; formerly L551)** This course is intended to be an opportunity for teachers and future teachers (including school library media specialists as teachers) to practice methods in critically thinking about information/media, and to use the inquiry process as a means to teach their students to be critical reviewers and communicators as well. Application of national and state standards for information literacy K – 12.

**S580 History of Libraries (3 cr.; formerly L517)** Development of libraries and information service from earliest times to the present, with emphasis on the library in relation to social, economic, cultural, and political trends.

**S581 Archives and Records Management (3 cr.; formerly L516)** Introduces basic theories, methods, and significant problems in archives and records management. The course also discusses how archivists are responding to the challenge of managing and preserving electronic records.

**S582 Preservation (3 cr.; formerly L514)** Examines causes of library and archival materials deterioration. Develops conceptual framework and management perspective for preservation programs using technical standards, program development tools, scientific and administrative research reports, and advocacy literature. Explores the new information technologies and media as both preservation tools and challenges.

**S601 Directed Readings (1-4 cr.; formerly L600)** P: consent of instructor. Readings and study in any area of library or information science having an extensive literature. **Note:** Normally S601 is completed under the

direction of a full-time faculty member. Readings done under S601 shall not duplicate the content of any course now in the curriculum of the School of Library and Information Science. Application form can be found at [www.slis.iupui.edu/student/current/courses/course.asp](http://www.slis.iupui.edu/student/current/courses/course.asp).

**S602 Directed Research (1-4 cr.; formerly L594)** P: S505 or S506 or S519 and consent of instructor. Individual research in a problem in the field of library and information science. **Note:** Usually taken for three (3) credits. The student should have proven abilities to conduct a research project on an independent basis. Supervision must come from a full-time faculty member unless otherwise approved by the dean. Proposals should include statement of the research problem, a literature review, methodology, and additional resources needed to complete the project. Successful projects should be considered for publication. Application form can be found at [www.slis.iupui.edu/student/current/courses/course.asp](http://www.slis.iupui.edu/student/current/courses/course.asp).

**S603 Workshop in Library and Information Science (cr. arr.; formerly L595)** P: consent of instructor. Group study of specific problems in the library and information field. Generally includes a hands-on element. No more than six (6) credits of S603 may be used toward the requirements for any SLIS degree.

**S604 Topics in Library and Information Science (cr. arr.; formerly L597)** P: consent of instructor. Study of specific topics in librarianship and information science. May be repeated for credit when topic varies.

**S605 Internship (2-6 cr.; formerly L596)** P: permission of faculty advisor. Graded S/F. Supervised internship in an information management environment. Professionals in library and information management mentor each graduate student. Sixty on-site hours must be completed for each credit earned. Students should plan through their advisor the course work leading to an internship. At least 18 credits should be completed before enrollment. **Note:** Normally, an internship is for 3 credits and 180 total on-site hours. Students will be expected to journal their reflections on the experience, write abstracts of documents relevant to the experience, and make a final oral presentation. A list of internship options is maintained on the school's website and new internships are posted on the listserv ([slis-indy@iupui.edu](mailto:slis-indy@iupui.edu)). Students following consultation with their advisors and the director of internships, may explore internship options, including potential internships not listed, to determine if a qualified professional will supervise the fieldwork. The supervisor should hold an advanced degree at the master's level or above and has several years of successful experience in the profession. Graduate students should use the internship as a means to advance their experiences in their chosen area rather than as an exploration of the library profession in general. Internships often include special projects in web design, instruction or development of community programs, specialized reference services, library automation, or technical services. Internships are not to be used to substitute for clerical assistance or routine services. An internship is an elective, unless the student is required to complete it for school library media certification. A limit of one 3-credit internship may be completed for the MLS and a second may be completed if the student is in a dual-degree program. Applications for placement are due during the semester preceding the internship: November 15 for spring; March 15 for summer (placements may run across both sessions); July 15 for fall. Application forms can be found at [www.slis.iupui.edu/student/current/courses/course.asp](http://www.slis.iupui.edu/student/current/courses/course.asp).

**S621 Audio and Video Sources (3 cr.; formerly L552)** P or C: S401 or consent of instructor. User-focused approach to decision making in the digital audio and video information environment. Emphasizes collection development in support of user services, including access to remote collections, evaluation of multi-media materials and delivery systems, and issues related to emerging technologies for access to multi-media for entertainment and education. Scope includes adult and young adult audiences.

**S622 Resources and Services for People with Disabilities (3 cr., new course formed from L620)** P: S401, S501, or permission of instructor. Access to information is essential for sustained independence of people with disabilities. This course studies materials, services, and assistive technologies to support this area.

**S623 Genealogy and Local History (3 cr., new course formed from L620)** The course is designed to focus on genealogy and local history resources, including print, non-print, visual, electronic, archival, newsprint, and digital media and issues related to maintaining genealogy and local history collections.

**S629 Topics in Information Sources and Services (3 cr.; formerly L620)** The purpose of this course is to provide the opportunity for greater in-depth study of the information and literature sources related to area studies, specific academic disciplines, and/or specific library patron audiences. Examples include Slavic materials, Latin American bibliography, and international legal bibliography. Depending on the potential market, the demand for knowledge concerning the specific information, literature, and material, and the expertise of available faculty, there is a wide range of possible topics.

**S631 Advanced Cataloging (3 cr.; new course formed from L597)** P: S504. Provides extensive background in description and access for electronic and non-book resources.

**S632 Technical Services (3 cr.; formerly L584)** P: S551 or S552 or S553 or consent of instructor. Principles of organization and function of library technical services, including acquisition, cataloging, serials, circulation. Special emphasis on research and development in library systems and technology. Includes file organization, documentation system development, analysis, and evaluation for manual, mechanical, and automated applications.

**S640 Seminar in Intellectual Freedom (3 cr.; formerly L608)** P: 9 credit hours of SLIS graduate credit or permission of instructor. Beginning with a history of and alternative philosophical justifications for censorship, the student is introduced to constraints, obligations, and problems relating to intellectual freedom.

**S650 Library Philanthropy (3 cr.; new course)** Introduces the role of private giving in support of libraries. Examines personal and corporate philanthropy and their applicability in libraries and information centers.

**S652 Digital Libraries (3 cr.; formerly L566)** P: S532 or equivalent and consent of instructor. This course introduces digital libraries—networked information servers that provide access to multimedia data for local and remote users. Primary emphasis is on developing digital libraries, based on understanding tools for presentation and manipulation of multimedia as well as analysis of user needs. Topics may also include examination of the operation of digital libraries and related electronic publishing practices.

**S653 Health Sciences Librarianship (3 cr.; formerly L559)** P or C: S501, S504. Health sciences library administration, materials organization, and information services. Emphasis on National Library of Medicine classification, subject headings, printed indexes, and online databases.

**S654 Law Librarianship (3 cr.; formerly L530)** P: S501 or consent of instructor. An introduction to basic legal materials and law librarianship. Primary and secondary resources; indexes; digests and citators; specialized research methods; current developments in automated legal research. History of law libraries in the U.S., their organization and administration. The role of law librarians in law schools and law firms.

**S671 School Media (3 cr.; formerly L553)** P or C: S501, S571, S574, or consent of instructor. Establishes the professional teaching and administrative role of the certified school library media specialist in K-12 settings. Situations are examined that pertain specifically to policy development, budgeting, collection development, instructional design, support staff training, facility design, district supervision, and information networking within the modern school corporation. Students make site visits to leading school information centers, conferences, and media fairs.

**S672 Seminar on Literature for Youth (3 cr.; formerly L633)** P: S571 or consent of instructor. An advanced seminar; addresses such topics as images of minority groups, societal problems (e.g., poverty and family patterns), and informational needs and materials including access and availability of print, nonprint, and computer resources. May be repeated for credit when topic varies.

**S680 The Book to 1450 (3 cr.; formerly L588)** Covers the introduction and development of writing, and the history of the manuscript and printed book, from their beginnings to approximately 1450. There will be some coverage of the non-Western book, but emphasis is on history of the book in Western Civilization.

**S681 The Book: 1450 to the Present (3 cr.; formerly L589)** A survey of the book from 1450 to the present, with emphasis on the development of the book in the West. Focuses on the physical aspects of the book from the mid-fifteenth through the twentieth centuries, and on some of the many roles of the book in society during this period; also increases awareness of current scholarly trends in the history of the book.

#### **Undergraduate Course**

**S401 Computer-Based Information Tools (3 cr.; formerly L401)** Graded S/F. This skills-based course introduces basic applications that will be used throughout the student's course work and beyond. Students' experiences in this course should be seen as a basis for further skill development and learning throughout their careers. The course covers computing platforms, access tools, and management tools. Demonstration of skills will be by a mastery test or an assignment in each unit of the course. S401 does not count toward graduate degree requirements.

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For information about faculty at the IU Bloomington campus, see [www.slis.indiana.edu](http://www.slis.indiana.edu)

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