ADMISSIONS

The Admissions Committee is a standing committee of the School of Library and Information Studies. The Admissions Committee serves in an advisory capacity for matters pertaining to the administration of the application and admissions process for the MLIS, and for matters pertaining to the policies and procedures for financial aid offered by the School. In addition, it makes recommendations to the Director and the faculty relative to the consideration of new policy and to the interpretation and implementation of existing policies.

In particular, the Committee is charged with the following:

• oversight of the School’s policies and procedures related to admission of students to the graduate programs of the School of Library and Information Studies:
  1. review of policies and procedures related to admission of students to the graduate programs of the School of Library and Information Studies and recommendation of revisions to such policies and procedures;
  2. regular review of applications for admission or readmission to the School’s graduate programs in accordance with established admissions policies and procedures and recommendations regarding admission or readmission based on such review;
  3. oversight of generation of regular reports to the faculty providing summary data regarding admissions activities and oversight of the generation of reports for use in informing prospective and current students and alumni of the nature of the student body

• oversight of the School’s policies and procedures related to financial awards:
  1. review of policies and procedures related to financial awards and recommendation of revisions to such policies and procedures;
  2. annual examination of endowed financial award accounts; determination, based on the criteria established for each account, of the numbers and amounts of aid to be made for the following year; and recommendations regarding transfers between the principal and expendable accounts for endowed accounts;
  3. annual review and updating of the announcement and application for financial awards; review of applications, identification of financial award recipients, and oversight of the notification and confirmation processes for aid.

Membership: 2 SLIS faculty members, SLIS Coordinator of Student Services, 1 SLIS graduate student

For 2011/2012, the Admissions Committee is specifically requested to accomplish the following while seeking advice from faculty and students.
1. Explore methods for recruitment of students at both sites by looking at how other LIS Schools recruit students, investigating a “grown your own” or “librarian for a day” program for high school and undergraduate students, compiling lists of innovative and interesting careers of MLIS graduates.

2. Continue to explore methods to encourage and increase enrollment of accepted diverse and exceptional applicants. For example: telephoning about acceptance (work with Director); expediting acceptance; personalized acceptance letters that include details about scholarship opportunities (eg. ALA’s Spectrum); graduate assistantships, and financial aid; telephone calls and emails from current students and alumni, the director, and faculty members.

3. Continue to explore methods to retain students. For example: promote scholarship opportunities, graduate assistantships, and financial aid; telephone calls; and emails from the director and faculty members.