UNIVERSITY OF OKLAHOMA  
SCHOOL OF LIBRARY AND INFORMATION STUDIES  
COMMITTEE CHARGE 2008/2009

GRADUATE STUDIES

The Graduate Studies Committee is a standing committee of the School of Library and Information Studies. The Graduate Studies Committee serves in an advisory capacity for matters pertaining to the administration of the two master’s degree programs of the School, the MLIS and MSKM, and 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 summative academic evaluation options:
  1. Conduct the comprehensive examination, serve as the official comprehensive examination committee for the purpose of certifying results, ongoing review and revision of the comprehensive examination handbook, and aggregated analysis of results of the examination results for use in program improvement and planning
  2. Oversight of the portfolio process, including establishing deadlines for portfolio submission and presentation, ongoing review and revision of the portfolio handbook, assessment of the efficacy of the portfolio process as an end of program assessment
  3. Oversight of the thesis process, including ongoing review and revision of the thesis handbook

- Monitoring of the School’s retention policies, hearing of appeals to retention requirements, and recommendations to the Director for exceptions

- Consideration of petitions for waiver of program requirements and recommendations to the Director for waivers

- Monitoring of the School’s end of program assessment process and ongoing assessment of the systematic use of the assessment data for program improvement and planning

Membership: 3 SLIS faculty members, 1 SLIS graduate student

For 2008/2009, the Graduate Studies Committee is specifically requested to accomplish the following while seeking advice from faculty and students.

- Revise the Graduate Studies Handbook to reflect the procedural changes approved in 2007/2008.
- Aggregate and analyze data collected from end-of-program assessments and forward results to the Curriculum Committee for consideration of curriculum implications.