UNIVERSITY OF OKLAHOMA
SCHOOL OF LIBRARY AND INFORMATION STUDIES
COMMITTEE CHARGE 2010-2011

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, 2 SLIS graduate student (1 from Norman and 1 from Tulsa)

For 2010/2011, the Graduate Studies Committee is specifically requested to accomplish the following while seeking advice from faculty and students:

- Continue the 2009-10 GS Committee’s examination of the current comprehensive examination delivery and evaluation processes and procedures
- Review the process for compiling comprehensive examination questions set by the GSC and provide any necessary recommendations to the SLIS faculty
- Investigate possibilities for providing end of program assessment orientation presentations online. Work with the Curriculum Committee to monitor the
directions that the College/University is moving to provide lectures online (including iTunes University) and any additional teaching-related activities that could be provided online by SLIS faculty.

- Work with the SLIS Director to purchase the technologies needed to capture and make available online End of Program Assessment orientation sessions and related materials (e.g., sample portfolios)
- Review and update End of Program Assessment option handbooks (Comprehensive Exams, Portfolios, and Thesis handbooks)—the 2009-10 Curriculum Committee discovered that they are in need of some minor updates.
- Investigate ways to use the data from the Data Gathering forms to inform SLIS End of Program Assessment options and curriculum planning activities
- Provide additional data from end-of-program assessments to the Curriculum Committee for possible curriculum implications (in 2009-10 the Curriculum Committee looked at the response rates and numbers of assessments and felt that this data would not necessarily be representative)