



DOMINICAN UNIVERSITY
School of Information Studies

School Library Media Program

Student Progress Packet

This packet is designed to assist students in self-managing their graduate school experiences in the School Library Media Program.

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slmp@dom.edu

Revised Fall 2016

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GETTING STARTED		
Prerequisite	Requirement	Date Completed
	Apply to the School of Information Studies.	
	Successfully complete the Test of Academic Proficiency (TAP) Application forms and study guides are available at il.nesinc.com for this and other licensure tests. Allow four (4) weeks to receive results.	
<ul style="list-style-type: none"> • Admission to the SOIS 	Enroll in core courses (701, 703, 704 - see SOIS Courses below).	
<ul style="list-style-type: none"> • Completion or enrollment in core courses • Passing scores, all sections of TAP 	Apply to the School Library Media Program.	
	Attend an SLMP Advising Session.	

SOIS COURSES in the recommended sequence of completion		
Prerequisite	Requirement	Date Completed
	LIS 701 Introduction to Library and Information Science	
<ul style="list-style-type: none"> • 701 is a prerequisite or co-requisite. 	LIS 703 Organization of Knowledge	
	LIS 704 Reference and Online Services	
<ul style="list-style-type: none"> • 701, 703, 704 are prerequisites or co-requisites. 	LIS 773 School Libraries	
<ul style="list-style-type: none"> • 701 is prerequisite for all other courses. • 703 is prerequisite for 724. • 703 and 704 are co-requisites for all other courses. • 721 and 722 should be taken in separate semesters. 	LIS 721 Library Materials for Children	
	LIS 722 Library Materials for Young Adults	
	LIS 724 Integrating Technology into Programming, Services and Instruction	
	LIS 716 Leadership and Strategic Communication	
	LIS 725 Curriculum and School Libraries	
	Elective (toward 9 hours of elective credit)	
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	Completion of 12 SOIS courses (36 hours) fulfills the requirement for graduation with the MLIS.	

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

Completion of the approved entitlement program qualifies students to apply for an Illinois Professional Educator License with an endorsement (K-12) in the concentration area of Library Information Specialist.

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EDUCATION COMPETENCIES		
Coursework can be completed at any time prior to Clinical Practice		
Prerequisite	Requirement	Date Completed
COURSEWORK		
	Educational Psychology	
	History and Philosophy of Education	
	Exceptional Child (including learning disabilities)	

CLINICAL PRACTICE		
See duslmp.info for important dates and forms referred to below.		
Prerequisite	Requirement	Date Completed
<ul style="list-style-type: none"> • Accepted into the School Library Media Program 	Arrange and participate in Pre-clinical Experience—100 hours of observation in school libraries (40 hours for students with a current Illinois Professional Educator License). Students currently employed in a school library receive credit for 25 observation hours. Complete a Pre-clinical Experience Report form for each school site.	
	Submit an Application for Clinical Experience and Professional Autobiography. Due by April 1 for fall placement, September 1 for spring placement.	
	Schedule interview with coordinator of clinical practice. Interviews for fall placement take place in April; interviews for spring placement take place in September.	
	Successfully complete the Content-area test for Library Information Specialist.	
<ul style="list-style-type: none"> • Application for Clinical Practice submitted 	Participate in interview with Coordinator of Clinical Practice.	
<ul style="list-style-type: none"> • Content-area test for Library Information Specialist successfully completed. (Allow 4 weeks to receive results.) • Required courses completed. • Education courses completed, if required. • Pre-clinical Experience completed and reports submitted. 	Those seeking an initial Illinois Professional Educator License enroll in LIS 728 Student Teaching, which includes two clinical practice placements in school libraries. Each placement consists of 200 hours, over five weeks. Attend two on-campus seminars, at start and end of semester.	
	Those holding a current Illinois Professional Educator License enroll in LIS 729 Internship, which includes two clinical practice placements in school libraries. Each placement consists of 80 hours, over two weeks. Attend two on-campus seminars, at start and end of semester.	

EXITING		
Prerequisite	Requirement	Date Completed
All of the above	Schedule and participate in Exit Interview, including portfolio conference, with program director.	
Exit Interview conducted	Submit licensure application documents to Licensure Officer.	

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PROFESSIONAL PORTFOLIO CRITERIA

As a requirement for seeking licensure in school libraries, each student will create a professional portfolio. The portfolio requirement will be discussed in the SLMP Advising Sessions and will be initiated in LIS 773 School Libraries. The portfolio conference and review will occur during the Exit Interview, which is scheduled mutually by the student and the Program Director.

The portfolio will contain evidence that demonstrates progress in the licensure program. The portfolio may be in hard copy, electronic, or a mix of formats. It is recommended to have a hard copy available for job interviews. Students may include optional documents that provide information useful to prospective employers.

All SLMP students seeking the MLIS must submit the required SOIS e-portfolio in order to qualify for graduation. SLMP portfolio components include items in addition to those required for the SOIS e-portfolio, as outlined below.

SCHOOL LIBRARY MEDIA PROGRAM PORTFOLIO COMPONENTS

REQUIRED FOR SOIS E-PORTFOLIO

Current resume

Artifacts from the following required courses:

LIS 773 LIS 721 LIS 722

LIS 724 LIS 716 LIS 725

REQUIRED IN ADDITION TO SOIS E-PORTFOLIO

Philosophy or mission statement

Professional Educator License (if any)

Evidence of successful completion of the following ILTS exams:

Test of Academic Proficiency

Content-area test for Library Information Specialist

Artifacts from Clinical Practice

Student may seek advice from university and site supervisors in choosing evidence representative of clinical practice experience.

OPTIONAL

Letters of reference

Certificates of honors or awards

Related Skills sheet—experiences that are not included in the resume

Videotape, photos or other visual representation of professional growth

Additional evidence of electronic documentation

Transcripts

Other

Completion of the approved entitlement program qualifies students to apply for an Illinois Professional Educator License with an endorsement (K-12) in the concentration area of Library Information Specialist.

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