

February 25, 2016

Chancellor Robert Witt
The University of Alabama System
500 University Boulevard East
Tuscaloosa, AL 35401

Dear Chancellor Witt:

I am pleased to endorse the recommendation from Interim Provost Kevin Whitaker and Deans David Francko and Mark Nelson for a specialization in Archival Studies within the Master of Library Studies (CIP 51.3801) in the College of Communication and Information Sciences.

If you approve of this proposed specialization, I would appreciate you forwarding this request to the Alabama Commission on Higher Education.

Sincerely,



Stuart R. Bell
President

Enclosures

c: Interim Provost Kevin Whitaker
Dean David Francko
Dean Suzanne Prevost



February 25, 2016

President Stuart R. Bell
The University of Alabama
254 Rose Administration
Tuscaloosa, AL 35487

Dear President Bell:

I join Deans David Francko and Mark Nelson in recommending for your approval the attached ACHE proposal form for a specialization in Archival Studies within the Master of Library Studies (CIP 51.3801) in the College of Communication and Information Sciences. The Graduate School has vetted this specialization and the Graduate Council passed it unanimously at its February 2016 meeting. This specialization meets specific needs and will attract new graduate enrollments.

Pursuant to ACHE guidelines, a new specialization is considered to be a substantive extension/alteration and thus will require approval by the Commission. We ask for timely handling of this item so that it may be considered at the April 2016 Board of Trustees meeting before being submitted to ACHE.

If you approve of submitting this proposed specialization for the M.L.I.S. to ACHE, please forward this request to the Chancellor at your earliest convenience.

Sincerely,



Kevin Whitaker
Interim Provost

Enclosures

c: Dean David Francko
Dr. Catherine Pagani
Dean Mark Nelson Prevost

THE UNIVERSITY OF ALABAMA

Resolution

Granting Approval of and Permission to Submit to the Alabama Commission on Higher Education (ACHE) an Extension of an Existing Program Application for a Specialization in Archival Studies in the Existing Master of Library Studies (MLIS) Degree in the School of Library and Information Sciences of the College of Communication and Information Sciences (CIP 25.0101) at The University of Alabama

WHEREAS, the American Library Association and the Society of American Archivists have documented continued and consistent growth in the need for individuals with archival expertise; and

WHEREAS, for many years, the School of Library and Information Studies of the College of Communication and Information Sciences at The University of Alabama has offered graduate coursework focusing on Archival Studies in its Master of Library Studies degree; and

WHEREAS, the specialization will provide a path to MLIS students interested in pursuing careers in traditional archival environments; and

WHEREAS, a specialization in archival studies from an American Libraries Association-accredited institution is currently not available at any state institution; and

WHEREAS, this specialization builds on the widely recognized skill and expertise of the current faculty and on current course offerings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of The University of Alabama that it grants initial approval of and permission to submit to the Alabama Commission on Higher Education (ACHE) an Extension of an Existing Program Application for a Specialization in Archival Studies in the Existing Master of Library Studies (MLIS) Degree in the School of Library and Information Sciences of the College of Communication and Information Sciences (CIP 25.0101) at The University of Alabama.

February 16, 2016

Dr. Cathy Pagani
Associate Dean, Graduate School
The University of Alabama
Box 870118
Tuscaloosa, AL 35487

Dear Dr. Pagani,

I write in support of proposals for two archival education programs. These proposals for an MLIS specialization in archival studies and a Graduate Certificate in Archival Studies will support the continued development and expansion of archival education in the School of Library & Information Studies (College of Communication & Information Sciences).

Over the past five years, SLIS and the College have invested in archival studies education through the development of faculty, curriculum, and program infrastructure. During this same period the number of students enrolling, and the quality of these students, in archival studies courses have consistently increased. Recent graduates, focusing in archival studies, have begun successful careers at the Alabama Department of Archives and History, the University of Washington, the Birmingham Museum of Art, and the Birmingham Public Library. The archival program has received international recognition, being selected to host the Archival Education and Research Institute (AERI), the leading international archival studies meeting, in Summer 2018.

These proposals will further the maturation of this area by formalizing the existing MLIS focus area in archival studies, transforming it into a formal credential that are graduates can identify when pursuing archival positions, and that we can better market and control. The Graduate Certificate in Archival Studies will support program expansion by supporting students undertaking graduate work in related humanities and social science disciplines, interested in pursuing curatorial positions in highly specialized contexts that require subject knowledge and professional expertise.

These programs will increase our ability to deliver archival education of the highest caliber, while also supporting the demands of the institutions that come to rely on our graduates. I hope you will give them your full consideration.

Sincerely,



Mark D. Nelson, Ph.D.
Dean

c: Dr. Daniel Riches

February 24, 2016

Interim Provost Kevin Whitaker
The University of Alabama
Office for Academic Affairs
254 Rose Administration Building
Tuscaloosa, AL 35487

Dear Provost Whitaker:

I join Dean Mark Nelson in recommending for your approval of the attached ACHE proposal forms for a Archival Studies specialization in the Master of Library Studies (CIP 51.3801) in the College of Communication and Information Sciences. The Graduate School has vetted this concentration and the Graduate Council passed it unanimously at its February 2016 meeting. This specialization meets specific needs and will attract new graduate enrollments.

Pursuant to ACHE guidelines, a new specialization is considered to be a substantive extension/alteration and thus will require approval by the Commission. We ask for timely handling of this item so that it may be considered at the June 2016 Board of Trustees meeting before being submitted to ACHE.

If you approve of submitting this proposed specialization for the M.L.I.S. to ACHE, please forward this request to President Bell at your earliest convenience.

Sincerely,



Dr. David A. Francko
Associate Provost and Dean of the Graduate School

Enclosures

c.: Dr. Catherine Pagani

College of Communication
& Information Sciences

School of Library
& Information Studies

THE UNIVERSITY OF
ALABAMA
COMMUNICATION

February 23, 2016

Dr. Catherine Pagani
Associate Dean of the Graduate School and Assistant to the Provost
University of Alabama
Tuscaloosa, AL 35487

Dear Dr. Pagani:

In Fall of 2014, the School of Library and Information Studies (SLIS) Curriculum Committee approved an informal area of emphasis in archival studies, along with a plan for the development and submission of proposals for an MLIS specialization in archival studies and a graduate certificate in archival studies. These proposals were developed and submitted with permission and approval from the College of Communication and Information Sciences, and in consultation with Mr. Jim Bailey, Director of Strategic Initiatives for the College of Communications and Information Sciences.

These programs will allow the School of Library and Information Studies to strengthen its existing archival education initiatives. This will support SLIS in its continued mandate to prepare students for an increasingly competitive job environment, and to support the increasingly diverse needs of cultural heritage institutions.

Sincerely,



Ann E. Prentice
Professor and Interim Director
School of Library and Information Studies

CC: Dr. Daniel L. Riches
Chair, Committee on Program & Degree Requirements,
Research & New Programs

513 Main Library
Box 870252
Tuscaloosa, Alabama 35487-0252
(205) 348-4610
FAX (205) 348-3746
www.slis.ua.edu

**ALABAMA COMMISSION ON HIGHER EDUCATION
INSTRUCTION**

**Proposal Form for the Addition of an Option, Track, Specialization, or
Concentration, etc., to an Existing Program**

1. **The University of Alabama**
2. **25.0101, Library & Information Studies, M.L.I.S**
3. **Specialization in Archival Studies**

This specialization is distinct from the Graduate Certificate in Archival Studies. The specialization in archival studies only will be open to students admitted to the School of Library and Information Studies (MLIS) program. This program will provide a career path to student interested in pursuing careers associated with traditional archival environments.

4.
 - a. **NA**
 - b. **18 credits**
 - c. **18 credits**
 - d. **36 credits**

Semester Hours in the General Education Curriculum (Certificate, Associate, and Baccalaureate Programs Only)	NA
Semester Hours in the Program Core	18 credits
Semester Hours in the Option, Concentration, Etc.	18 credits
Semester Hours in other coursework (electives, supporting courses, etc.)	<u>Within the 18 credits in specialization students complete 12 credits of core coursework and 6 credits of elective archival coursework.</u>
Total Semester Hours in the Program with the Proposed Extension/Alteration	36 credits

5. MLIS Core - 15

LS 500 – Organization of Information – 3

LS 501 – Introduction to Library and Information Studies – 3

LS 502 – Research Methods – 3

LS 507 – User Centered Information Service – 3

LS 560 – Information Technology – 3

and

Elective Core – Management – Pick One

LS 508 – Administration & Management – 3

LS 530 – Public Libraries – 3

LS 531 – Academic Libraries – 3

LS 532 – School Media Centers – 3

LS 533 – Special Libraries – 3

6.

Archival Studies Core Requirements (12 Credits)

LS 555: Introduction to Archival Studies (Must be taken during first Fall semester.) – 3 credits.

LS 556: Intellectual Foundations of Archival Theory and Practice – 3 credits.

LS 557: Archival Representation, Access, and Use – 3 credits.

LS 558: Archival Appraisal – 3 credits.

Approved Archival Studies Electives (6 credits)

LS 535: Records Management – 3 credits

LS 554: Conservation and Collection Management – 3 credits

LS 562: Digital Libraries – 3 credits

LS 564: Programming for Digital Libraries – 3 credits

LS 566: Metadata – 3 credits

LS 570: Internship – Variable (1-3 credits)

LS 590 Courses: Applicable, advisor approved, special topics courses may be applied to the archival studies specialization. – 3 credits

LS 598: Directed Research – Variable (1-3 credits)

CIS 653: Descriptive Bibliography – 3 credits

CIS 654: History of the Book: Print Culture and Society – 3 credits

CIS 655: History of the Book: Book as Artifact – 3 credits

CIS 656: Electronic and Contemporary Publishing – 3 credits

BA Courses: SLIS students may enroll in books arts courses, with instructor approval. – 3 credits

7.

All of these courses are currently taught in a scheduled rotation. The *Archival Studies Core Requirements* (12 credits) are taught on a yearly schedule; LS555 and LS556 are taught every Fall term, and LS557 and LS558 are taught every Spring term. All of the electives noted in this proposal are also taught during the regular academic year, though the specific term may vary between academic years.

a. **No impact is expected.**

b. **No impact is expected.**

8.

a. **The specialization will not require any additional intellectual, physical, developmental, or monetary resources. All of the program elements are currently deployed.**

b. **Implementing this specialization will not require any faculty and staff additions or reassignments.**

9. **NA**

10.

Students currently opting for courses related to Archival Studies will be able to focus on a prescribed sequence of courses that can be identified on transcripts. Graduates with this concrete specialization will be more marketable when pursuing professional positions because of their ability to indicate completion of a formal, University recognized, course of study.

Secondly, formalizing the existing coursework will provide for a greater level of program control, increasing the quality of the program, supporting a greater percentage of positive outcomes. The specialization would necessitate the development of more concrete admissions, advising, and monitoring procedures, creating a program that is more responsive to the student needs.



Signature of Institution's Authorized Representative

2/25/16

Date

Title

Institution