

NORTH CAROLINA CENTRAL UNIVERSITY
Durham, North Carolina 27707



James E. Shepard, Founder

School of Library and Information Sciences

INFORMATION
For Prospective Students

2005-2006

**A Constituent Institution
of the University of North Carolina**

North Carolina Central University is committed to equality of educational opportunity and does not discriminate against applicants, students, or employees based on race, color, national origin, religion, sex, age or disability. Moreover, North Carolina Central University is open to people of all races and actively seeks to promote racial integration by recruiting and enrolling a larger number of white students. This commitment is in keeping with Title IX of the Educational Amendment of 1972 and Section 504, Rehabilitation Act of 1973.

The information provided in this bulletin is subject to continuing review. Updates are provided on the School's web site (<http://www.nccuslis.org>). The University regulations printed in other official publications take precedence over regulations printed herein. The University reserves the right to alter any policies or procedures described herein without notice other than through the regular process of this institution.

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THE SCHOOL OF LIBRARY AND INFORMATION SCIENCES

MISSION, GOALS, AND OBJECTIVES

The purpose of the School of Library and information Sciences is to contribute to the mission of North Carolina Central University by advancing librarianship and the information processing professions through an academic program of teaching, research, and public service.

HISTORY

The School of Library and Information Sciences of North Carolina Central University was authorized by the State Legislature of 1939 when the charter of the then North Carolina College for Negroes was amended for the purpose of allowing the establishment of graduate and professional programs at the College. That amendment established the program in library education, and the mission of educating black librarians for the state of North Carolina.

In the fall of 1939, the College offered a course of study through the Department of library science. The School of Library Science was organized as a professional school in 1941. Three programs were offered during the first two years of the operation of the School of Library Science. The professional program for the Bachelor of Library Science (B.L.S.) degree and undergraduate majors and minors were offered through the College of Arts and Sciences.

The undergraduate major was discontinued in 1943. Ten years later, in 1953, the School awarded its final B.L.S. degree. The master's program in Library Science was initiated in 1950, with the first Master of Library Science (MLS) degree being awarded in 1951. In 1975, the Committee on Accreditation of the American Library Association approved the master's program in Library Science. The name of the school was changed to the School of Library and Information Sciences in 1984. In January 1989, the School offered a joint program in law librarianship and legal information systems with the NCCU School of Law. Beginning with the 1990-91 academic year, the School offered an interdisciplinary program in information sciences leading to the Master of Information Science (MIS) degree. During the 1999-2000 academic year, the School established a distance education Master of Library Science degree and offered a joint Master of Business Administration/Master of Information Science with the NCCU School of Business.

PHILOSOPHY

The philosophy of the School of Library and Information Sciences has evolved from its faculty's conception of the University philosophy. The faculty believes that students involved in the first degree program in library science should learn the principles and concepts which form a necessary basis for the practice of all types of librarianship and should also, in accordance with their academic backgrounds and career interests, begin to concentrate in an area of specialization. Priority is placed upon preparing librarians who are able to perform competently and effectively, on a relatively independent basis, and in situations that are not always ideal.

The faculty accepts maximum responsibility for motivating the students to recognize their capabilities, to pursue excellence persistently, to achieve confidence, and to participate actively in professional activities. The faculty considers an individualized approach to program planning and instruction to be the most effective method of achieving the School's objectives. Each student's program is designed to complement the individual's background and career aspirations. Instruction is geared to recognize needs, working from the student's entry-level background. **While there is flexibility in planning and at the entry level, there is no flexibility at the exit level.**

The School was originally established for the purpose of educating African-American librarians for the state of North Carolina. For this reason, the needs of North Carolinians of African descent receive special attention. The perspective of the faculty and scope of the curriculum, however, are interracial and international. This is reflected in the composition of the school's faculty, staff and student population, which is multiracial. The student population includes a large component of international students and is the most diversified of any accredited library school in the United States.

The curriculum has components that include the general knowledge expected of all librarians and the entry-level competencies needed to work with a particular educational or age level in at least one type of library. Emphasis is placed upon both serving culturally diverse populations and expanding the student's knowledge of multi-cultural and international materials and resources.

The faculty recognizes the growing importance of multi-media resources and computer-related technologies to librarianship. The consensus is that instruction in these areas must be integrated into all courses to which they are related, regardless of the availability of courses that are entirely devoted to them.

In conclusion, freedom has a very special meaning for this institution. The concept of intellectual freedom, therefore, is given a prominent place in all instruction. Avoiding censorship of racially and sexually biased materials is a particularly difficult area, but it is faced honestly by the faculty.

FACILITIES

The School of Library and Information Sciences offices, library, classrooms, computer laboratory, and other facilities are located on the third floor of the James E. Shepard Memorial Library. The Library consists of professional literature and other print materials needed to support the various courses. There are also two special collections: 1) papers of African-American librarians and 2) works by African-American authors and illustrators of children's materials.

The school established an African-American Resources program in 1991, which includes the William Tucker Collection of African-American authors and illustrators of children's materials, and the North Carolina Center for the Study of Black History, an archival collection on civil rights and African-American economic and social developments in the southeast. These programs support teaching, research, and outreach services. The African-American Archival Collections of over half a million manuscripts, oral histories, and videotapes documenting the development of Soul City, the North Carolina Mutual Life Insurance Company, and the Triangle Area African American communities, is housed in the Manuscripts Department of Wilson Library at the University of North Carolina at Chapel Hill. This documentation partnership between NCCU SLIS and UNC-Chapel Hill makes this joint archive one of the best repositories for African American Research in the South.

The computer laboratory supports the curriculum objective of fully integrating the instruction of automated information systems and applications into all courses. The lab is connected to a campus network, providing full Internet access for students both locally and remotely.

The University's participation as a member of the Triangle Research Libraries Network (TRLN) allows full access to the library collections and resources of Duke University, the University of North Carolina at Chapel Hill, and North Carolina State University.

WEBSITE

The School has a page on the World Wide Web at <http://www.nccuslis.org>.

In order to improve communications among members of the NCCU SLIS community, the School also maintains two Yahoo email lists: one for current students in the MIS and MLS programs and one for alumni of the programs. This student list is used to inform students of news about the school, policy changes, new courses, and the like. It is also used to answer student questions. The alumni list is used to post news of interest to our alumni. Information on how to join the lists is available on the Website at <http://www.nccuslis.org/news/yahogroups.htm>.

PROGRAMS

The School of Library and Information Sciences offers a curriculum that leads to two separate degrees-the Master of Library Science and the Master of Information Science. General preparation in librarianship and information science and opportunities for some specialization in various types and/or aspects of library service is also provided. The School offers a joint program with the School of Law in which students studying to become law librarians can receive joint J.D./M.L.S. degrees.

Educational Outcomes of the Master of Library Science Program

A candidate for the Master of Library Science degree from the School of Library and Information Sciences is expected, upon the successful completion of a program of study, which includes required and elective courses, to be able to:

1. Demonstrate an understanding of the theoretical and historical roles of communication, library, and information systems by:
 - (a) Relating these roles to relevant general concepts and social responsibilities,
 - (b) Developing a personal perception of the contemporary roles of these systems, and
 - (c) Relating the library and information system to the multi-cultural composition of the population served.
2. Demonstrate an understanding of basic principles needed to identify, evaluate, acquire, organize, preserve, and disseminate information by applying these principles to diverse information formats and selected subject fields.
3. Demonstrate an understanding of the scope, principles, responsibilities, and methods involved in developing, administering, and evaluating effective programs in an information environment.
4. Demonstrate an understanding of the methods of research that are effective in the library and information sciences.
5. Demonstrate an appreciation of the value of incorporating developments in other disciplines to the advancement of librarianship and the information processing professions.

There are several tracks in the MLS program: the Academic Librarian track; the Archives and Records Manager track; the Law Librarian track; the Public Librarian track; the School Media Coordinator track; and the Special Librarian track. For further information on these tracks, see the Website at <http://www.nccuslis.org/programs/mlscurric.htm>.

Educational Outcomes of the Master of Information Science Program

A candidate for the Master of Information Science degree from the School of Library and Information Sciences is expected, upon the successful completion of the program of study, to be able to:

1. Demonstrate the knowledge and competencies necessary for analyzing, designing, implementing, and evaluating information systems for business, industrial, governmental, academic, voluntary, or nonprofit organizations.
2. Demonstrate an understanding of the theoretical roles of communication and information system by:
 - (a) Reading these roles to relevant general concepts and social responsibilities;
 - (b) Developing a personal perception of the contemporary roles of these systems, and
 - (c) Relating information systems to the multi-cultural composition of the organization served.
3. Demonstrate an understanding of the methods of research that are effective in information systems and sciences.
4. Demonstrate an appreciation of the value of incorporating developments in other disciplines to the advancement of the information processing librarians.

There are two tracks in the MIS program: the Networking and Communications track and the Strategic Information Management track. For further information on these tracks, see the Website at <http://www.nccuslis.org/programs/misprogs.htm>.

Language Requirement

Students are required to demonstrate knowledge of a foreign language, sign language, statistics, or a computer language. This requirement may be fulfilled by two semesters of coursework at the undergraduate or graduate level if the courses have been completed within the last five years; original transcripts showing the pertinent courses must be provided as evidence prior to the application for graduation. Alternatively, the requirement may be fulfilled if the student passes an examination, administered for this purpose by the Modern Foreign Language Department at North Carolina Central University in French, German, or Spanish. No courses taken for this purpose may be counted for course credit toward the master's degree.

MATRICULATION

Credit

The unit of credit is the semester hour. Full-time students must take a minimum of nine semester hours and may take a maximum of five courses during a semester.

Transfer of Graduate Credit

In satisfaction of the requirements for the master's degree, graduate work not to exceed six semester hours *may* be transferred from approved graduate schools.

Core courses from ALA-accredited programs only *may* be transferred based on the recommendation of the NCCU SLIS faculty of record for the courses in question.

The NCCU SLIS Admissions Committee will determine whether the coursework requested for transfer is appropriate. Typically, courses to be transferred must be completed within the last five years prior to matriculation to NCCU SLIS.

Distance Learning (Internet-Based Courses)

The North Carolina Central University School of Library and Information Sciences offers an ALA approved Master of Library Science degree online. All courses are offered via the Internet. All students must meet the admission requirements of the School of Library and Information Sciences at North Carolina Central University. Students must apply for admission to the degree program at North Carolina Central University and follow the prescribed course sequence.

Further information on required courses and on other aspects of the distance learning program is available on the Website at http://www.nccuslis.org/distancelearning/dlearn_int.php.

Grades

A student's standing in the School is expressed by the grades of A, B, C, F, NP, NF, I, WF, and W. Students are required to maintain a "B" (3.0) average each semester as a basis for normal matriculation.

The School's grading scheme is as follows:

A+	98 -	100	B+	89 -	91	C+	80 -	82
A	95 -	97	B	86 -	88	C	75 -	79
A-	92 -	94	B-	83 -	85	C-	70 -	74
						F	0 -	69

Any candidate for a degree who fails one or more courses for any session in attendance will be asked to withdraw. A student who receives three grades of "C," including repeated courses, will be dismissed from the School.

According to the policies of North Carolina Central University, incompletes are given to graduate school students only under exceptional circumstances, typically medical emergencies that require you to obtain a written excuse from a medical practitioner. You cannot receive an incomplete simply because you were not able to complete the work within the semester. An "I" for which the work has not been successfully completed within one year of the date received becomes a permanent grade, and the course must be repeated in order to receive a grade other than "I".

Student Placement

Students who graduate from the School of Library and Information Sciences have usually obtained employment after completing the courses required. There are three basic ways for students to know of any available positions:

1. Announcements of positions coming to the Dean of the School are made available on the "Jobs" bulletin board and by e-mail postings.
2. Announcements for jobs are also listed on the NCCU SLIS Home Page on the World Wide Web (<http://www.nccuslis.org/jobs/joblistings.php>).
3. The Career Counseling and Placement Office provides an opportunity for recruiters to talk to students about available positions. A monthly list of recruiters is sent out so that students can sign up for interviews for positions that seem suitable for them.

Student Activities

There are three student associations—the Library Science Student Association and the Student Groups of the Special Libraries Association (SLA) and the American Society for Information Science (ASIS). Students volunteer or are appointed to serve with the faculty on School committees (and to serve on a rotating basis on select University committees).

Upon graduation, honor students who show professional promise may be elected by the faculty to become members of Beta Xi Chapter of Beta Phi Mu, the international library science honor society.

The Alumni Association of the School of Library and Information Sciences holds annual meetings at which all students are welcome. It gives scholarships from a portion of the annual dues paid into the organization and assists with recruiting students. The Alumni Association Webpage is available at <http://www.nccuslis.org/alumni/index.htm>.

SCHOOL OF LIBRARY AND INFORMATION SCIENCES LIBRARY

Library Hours

Monday – Thursday	8:00 a.m. – 10:00 p.m.
Friday	8:00 a.m. - 5:00 p.m.
Saturday	8:00 a.m. - 5:00 p.m.
Sunday	2:00 p.m. - 5:00 p.m.

Changes in library hours for holidays and inter-sessions will be posted.

Food and Drink MAY NOT be consumed in the library.

Telephone Privileges are restricted to Business and Emergency Calls ONLY. Please limit calls to 3 minutes.

Staff

Mrs. Virginia Purefoy Jones, Librarian – vpjones@nccu.edu

Mrs. Jacquelyn Johnson, Library Assistant – jjohnson@nccu.edu

If you need further information, please call the staff at (919) 530-6400 or (919) 530-7323 or visit the Website at <http://www.nccuslis.org/slisl原因/index.htm>.

Mission Statement

THE SLIS Library provides resources, services and facilities necessary to support the mission of the School of Library and Information Sciences as established by the School. Inherent in the Library's mission is the provision of bibliographic, physical and electronic access to information, knowledge and data for the present and anticipated instructional and research needs of the faculty, students, and staff of the School. These same provisions to the extent feasible are offered to the School's alumni and other area information professionals.

General Information

The SLIS Library contains some 46,000 volumes and subscribes to 443 library related journals and periodicals. The library collects materials on the topics of library science, information science, children's literature and other related fields.

The SLIS Library is located on the third floor of the James E. Shepard Memorial Library. The close proximity of the SLIS Library and the other NCCU libraries (James E. Shepard, the Music Library, Curriculum Materials Center, and the Law Library) provides students with easy access to non-library and information science resources.

The Library supports resource sharing between area colleges and universities. It is a member of the Triangle Research Libraries Network (TRLN). This consortium facilitates the sharing of materials in all member libraries including North Carolina Central University, the University of North Carolina at Chapel Hill, Duke University and North Carolina State University, as well as to other online catalogs. Moreover, this support allows students, faculty and staff of the School full access to information in any form and from any location. NCCU students requesting borrowing privileges at a participating library must present a valid NCCU student ID card. NCCU faculty, staff and administrators must present a current University ID card. Participants must be currently enrolled or employed at their home institution and in good standing prior to visiting a TRLN library. Durham County Public Library and its branches along with the libraries of the Durham County schools are also available to SLIS students.

Collections

Materials located in the SLIS Library are catalogued and arranged according to the Dewey Decimal Classification System.

The professional collection consists of materials in library and information science, and other related fields.

The juvenile collection supports courses taught in the School of Library and Information Sciences and in the School of Education that pertain to children's literature, school librarianship, and children's librarianship in public libraries.

Electronic databases are available from the library's public terminals.

Reserve Room Materials are selected and placed "ON RESERVE" by SLIS Faculty members for use in their courses. Reserve Room materials are located behind the SLIS

Circulation Desk. Books that are not labeled "Library Use Only" can circulate for four (4) hours, but are available for varying loan periods with permission. Photocopied articles and faculty member's personal copies of books are kept in the yellow boxes shelved on the bookcase behind the circulation desk. These items are non-circulating. The boxes are labeled according to LSIS course numbers. If you need assistance in locating any of these materials, do not hesitate to ASK at the Circulation Desk.

There are two Special Collections: The African American Librarians Collection, consisting of papers and manuscripts; and the William Tucker Collection that includes works by African American authors and illustrators of children's materials.

Circulation

Most materials circulate for 1 month. Please DO NOT return materials downstairs in Shepard Library or the outside book drop. THE SLIS Library return slot is just inside and to the right of the library entrance.

Reshelving

At the present time we ask that you re-shelve ALL PERIODICALS and REFERENCE MATERIALS that you have used. Please DO NOT re-shelve other materials. These materials may be placed on the book carts located in the stacks.

Photocopying

Students must have a validated ID card to use the copiers. Students are required to purchase copy privileges from the campus Eagle Card Office. The Eagle Card Office is located in Room 203 in the W.G. Pearson Annex. Their hours of operation are 8:30 a.m. to 5:00 p.m. Monday, Wednesday and Friday and 8:30 a.m. to 7:00 p.m. on Tuesday. Deposits can be in the form of cash, check, Visa or MasterCard. Minimum deposit is \$15.00. See NCCU Eagle Card Office brochure for additional information. Copiers are located on the second floor of James E. Shepard Library for single copies or coin operated use. You must leave your ID card with a staff member if you wish to copy materials from the SLIS Library.

Computers

You must supply your own paper for printing. You may purchase paper from the SLIS Library for \$8.00 per ream.

Diskettes

3 1/2 "diskettes are available to SLIS graduate students for \$1.00 each.

Transparencies

Transparencies are available to SLIS graduate students at the following prices:

Up to 4 sheets .25 cents per sheet

All over 4 sheets .50 cents per sheet

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