

School Library Media Administration Practicum

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Registration:

InsT 5090/6090: School Library Media Administration Practicum is set up as a variable credit course (1-6). Be sure to register for 3 credits when you register for the practicum in the summer semester as part of your endorsement program.

There are two issues here:

1. paying for the requisite number of credits - happens in the summer semester
2. completing the necessary experience - happens throughout the school year

Summer registration for the SLMA Practicum is the current expectation so that you are paying for a maximum of 6 credits each semester. However, part of our practicum expectation is for students to experience the actual environment they are in training for. We view the SLMA practicum as the course designed to give each student first hand, on-site, practical knowledge of the subjects studied theoretically in other program courses. Since we have few students in our Utah schools in the summer, the majority of the actual practicum experience needs to be completed while students are in schools - during the regular Utah school year schedule.

For the summer semester practicum experience, we will meet for one week at the Logan campus. We will meet Monday through Friday from 9:00 to 5:00. This is scheduled for the later part of June each year.

Requirements:

- You must visit a minimum of THREE different school library media centers - one at each level (elementary, middle/junior, & high) each semester. They can be any type of school (i.e., primary, elementary, middle, K-8, junior, K-12, high, public, private). It is strongly advised, where feasible, to go to different schools at each level each semester. You may not count a visit to an academic, business, or corporate library.
- You will need a letter on official ITLS department letterhead to the school principal and another to the SLM specialist/teacher/aide. This means you will need to contact the SLM personnel ahead of your first visit and schedule time(s) to meet. Please be considerate of their professional obligations. You will also need an official name badge. To receive these official documents, send an email with the necessary information to sheri.haderlie@usu.edu. Be sure to put 'SLMA practicum documentation' in the subject line.

Necessary information:

1. your name
 2. your mailing address
 3. name of each school with the name of the principal and the name of the SLM person
 4. a .jpg image of you (shoulders to top of head) to be included on the badge
- You must complete a minimum of 12 total hours of observation each of the three semesters. These should be divided as 6, 3, & 3 fall and spring semesters.
 - A minimum of six hours should be completed at the level you are most interested in, are working at, or hope to work at.
 - A minimum of three hours should be completed at EACH of the other two levels.
 - A maximum of one hour can be counted by visiting a community public library.
 - A maximum of one hour can be counted by attending a recognized school district SLM faculty/staff meeting.

Documentation:

You must keep a journal of your experiences, but the format is up to you. Your journal will be submitted during the one-week summer semester class time in Logan. Include an accounting of the hours spent, the date, and where they were completed. For this part, a list is fine. Please have the school library media personnel sign the entry that involves them. For other documentation, we will observe the following guidelines from Larry Johnson at IUPUI. [This was copied 17 Sept 2008 from <http://eduscapes.com/sms/course/realitycheck.htm>.]

“Your 'write up' is very flexible and may include any of the following: questions and answers, a summary, photographs, selected quotes from interviews, myth vs reality, a narrative of your experience, recommendations, conclusions, and/or whatever you find most interesting. Your project should go beyond the simple reporting of your experience. Let's bridge theory and practice by connecting your interviews with your course readings, the professional literature, and your personal and professional experiences. Compare yourself as a teacher librarian with the people you interview. Do you agree or disagree with their approaches and philosophies? Why? Provide specific examples and comparisons.”

You will have assignments from SLM program courses that will direct some of your interactions. Beyond class assignments, any topic can be explored. Here is a list, but it is not meant to be all-inclusive. Do not be constrained by the list - ask whatever you want and need to know.

- intellectual freedom
- scheduling & other time management concerns
- program planning
- personnel
- budgeting/financial issues
- services offered
- collaboration
- policies & procedures
- collection development
- information problem solving techniques & models
- interaction with the principal & other administrators
- technology/equipment concerns
- human resources
- facilities
- professional associations
- information power
- role of school library media centers
- advocacy & promotion