

Proposal for ILS 582 Library Science Practice  
Sharon Porter (La Grande, Oregon)  
Advisor: Dr. A. Bielefield  
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After 18 hours of course work, I am ready to roll up my sleeves and get busy! I would like to enroll in the library science practice class to fulfill the following objectives for 3 hours of graduate credit. I have a preference for Eastern Oregon University's Pierce Library. The library serves 2,000 students on-campus and that many off-campus in distance education programs. My supervisor would be Ms. Theresa Gillis, the reference librarian there. She has the longest tenure there and is a consummate librarian and creative bibliographic instructor.

1. **Technical Services:** I would be selecting subject headings and constructing call numbers for all the original cataloging for the archive. I wrote the selection policy so I will serve on the Archive Governance Committee to make decisions about items we are retaining, selling, or discarding. I also will make decisions about volumes taken from the archive to the main collection to adjudicate duplicates. I also will be making acquisition decisions for a small film budget.
2. **User Services:** I will be doing reference work on the floor, producing online video tutorials, maintaining a technology blog, constructing a MySpace presence, developing Pathfinders (content bibliographies), and offering brown bag sessions on EndNote.
3. **Administrative Operation:** I will be serving on the library accreditation committee for Standard 5 (library and IT areas), maintaining a patron tally database, helping compile reference stats, and paying the supply and materials bills through the Banner/IFS system and Millennium.
4. **Public Services:** I will prepare distance education leaflets and the library general information brochure. I will train the Ambassadors (student outreach group) about library services and tour information. I will prepare the main library displays in May and seek an off-site place on campus to use for library marketing. I also will supervise the La Grande Observer Indexing Project that indexes the local newspaper, very popular in the community.

More projects will be assigned by Ms. Gillis as we meet together to plan this next semester. I just wanted to give the department a rough view of what we are planning thus far. I am excited to add this experience to the thirty-three years I enjoyed as a school media specialist. I look forward to hearing from you soon so that I may register.

Sincerely,  
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