

Marking scheme for eligibility to apply for the Fellowship of the Sri Lanka Library Association

Senior Associate members* of the Sri Lanka Library Association (SLLA) who have made a **significant contribution**** to the **Library and Information profession** of Sri Lanka are eligible to apply for Fellowship of the SLLA (FSLLA).

***A Senior Associate member** is defined as an Associate member of the SLLA who has continuous membership of the SLLA for more than 5 years after receiving the Associateship from the SLLA.

****Significant contribution** is measured by considering the member's contribution to the LIS profession of Sri Lanka in the following 4 areas.

- A. Library and Information Science (LIS) publications (print or electronic).
- B. Service rendered as a Key Officer/committee member of the SLLA.
- C. Contribution to human resources development in LIS.
- D. Research and innovations in LIS.

- **An Area for which an applicant receives 10 or more marks will be considered as a Contributory Area of the applicant concerned.**
- **Associate members who have maintained continuous active membership in the SLLA for 5 or more years and have obtained a total of 30 marks, with 10 marks for field B, 10 marks for field C, and 10 marks for either field A or field D, will be eligible to apply for the fellowship.**

The following criteria and marks will be used to measure the contribution of the member, to be awarded the FSLLA

Criterion	Remarks	Evidence Required	Minimum Marks per activity/publication
A. Library and Information Science (LIS) Publications (print or electronic)			
A.1 Published Monographs	Authored	One copy of each of the monographs	05 per monograph

A.2 Published Monographs	Edited, Translated, or Compiled by the candidate	One copy of each of the monographs	04 per monograph
A.3 Published articles in refereed, indexed journals	Authored	One copy of each of the articles	3 per article
A.4 Published articles in non-refereed, non-indexed journals		One copy of each of the articles	2 per article
A.5 Published full Conference Paper (National or International)		One copy of each of the Conference Paper	1.5 per conference paper
A.6 Published Conference Abstracts (National or International)		One copy of each of the Conference Abstract	1 per Conference Abstract
B. Service rendered as a key officer/committee member of the SLLA			
B.1 One year of continuous service as President, President-Elect, Immediate Past President, General Secretary, Treasurer, Education Officer, Publications Officer		Certification by the General Secretary of the SLLA or other proof	05 per year
B.2 Vice President, Assistant Secretary, Asst. Education Officer or nominated member to the Council or Executive Committee of the SLLA, Convener of NACLIS, Information and Public Relations Officer		Certification by the General Secretary of the SLLA or other proof	4 per year
B.4 Serving as a Member in a Professional Group or any other regular subcommittee of the SLLA Group including COMIASP and Special Committees setup under COMAISP (i.e., Education Committee, Publications Committee, Curriculum Revisions Committee		Certification by the General Secretary of the SLLA or other proof	2 per year
B.5 Serving as a member of any other ad hoc committees of the SLLA including representing SLLA at the OPA Forum and OPA Exco		Certification by the General Secretary of the SLLA or other proof	1 per year
B.6 Serving as a Reviewer of Sri Lanka Library Review or NACLIS full papers		Certification by the Publications Officer or NACLIS Convener of the SLLA or other proof	1.5 per article reviewed
B.7 Serving as a Reviewer of abstracts or other documents (i.e., translated papers)		Certification by the NACLIS or COMAISP Convener or	1 per article reviewed

		the General Secretary of the SLLA or other proof.	
C. Contribution to human resources development in LIS			
C.1 Teaching One Session in SLLA Education Programs	<ul style="list-style-type: none"> One session is defined as 30 or more hours of teaching per year in the SLLA. 30 or more hours can consist of teaching hours in different Subjects, Levels, Centers, and Mediums 	Certification by the Education Officer / General Secretary or other proof	5 per session
C.2 Teaching less than One session but more than 15 hours in SLLA Education Programs	15 to 29 hours can consist of teaching hours in different Subjects, Levels, Centers, and Mediums.	Certification by the Education Officer / General Secretary or other proof	4 per year
C.3 Serving as a Centre Co-Ordinator or Course Co-Ordinator (i.e. Distance Education Program)	<ul style="list-style-type: none"> Teaching a minimum of two hours in a program other than regular education programs of the SLLA Designing curricula individually to be evaluated by a committee. 	Certification from the General Secretary or other proof	2 per activity. 1 additional mark will be assigned per activity if services are rendered voluntarily
C.4 Teaching in other recognized LIS educational Institutions of Sri Lanka	The minimum number of hours must be 4	Certification from the LIS educational Institution concerned	1 per year irrespective of the number of hours that exceed the minimum number of hours.
D. Research and Innovation			
D.1 Designing a new LIS system /software/equipment/technology or receiving a Patent	System/software/equipment/or technology must be already implemented and successfully working	Certification by the Head of the Library/institution in which the system/equipment/technology was implemented	2 per system /patent
D.2 Introducing new service or practice to the library		Certification by the Head of the Library/institution in which the service/practice was implemented	2 per system
D.3 Receipt of a Research Grant related to LIS from a national /international body		Progress report certified by the employer of the applicant	01 per Grant
D.4 Supervision of LIS research	SLLA final year projects, PG Diploma, Masters, MPhil or		<ul style="list-style-type: none"> 01 per SLLA final year

	PhD theses already completed		projects or PG Diploma <ul style="list-style-type: none"> • 02 per Masters • 03 per MPhil • 04 per PhD
D.5 Planning a new library or major re-organization	Reorganizing of libraries affected by natural disasters (e.g.: tsunami-affected libraries) etc.	Evidence of activities carried out	2 per activity
D.6 Receiving an award for the professional contribution from the SLLA		Evidence of the award.	02 per award
D.7 Receiving an award from a recognized national or international LIS organization/institution in recognition of the professional contribution		Evidence of the award.	01 per award

Procedure of awarding Fellowship of the Sri Lanka Library Association

The member is required to submit a Professional Achievement Report (PAR) to the SLLA Head Office. PAR should have a statement giving his/her contributions to the LIS profession which should accompany documents to support his/her claims. The General Secretary checks this report and attaches a statement.

- a. The date of registration of the member as an Associate
- b. Certify that the member has continuous membership for the past 5 years as an Associate
- c. Key position held by the member with duration (e.g. EO from July 1998 to September 1999)

If applicable, PAR will be forwarded to the Education Officer for the assessment of the HRD activities of the member. EO should attach a statement regarding HRD. The statement should specify the years and name of the SLLA course (e.g., 1990- first year Colombo – Sinhala 10 modules.

PAR with the statement from Gen. Sec and EO should be then forwarded to the Fellowship Committee for final evolution. The member will be required to face a viva if necessary to defend his/her claim. On the recommendation of the Fellowship Committee, the Council will confirm the awarding of Fellowship to those who satisfy the criteria and those who do not qualify will be notified accordingly.

Honorary Fellowships will be awarded to non-members and retired LIS professionals only. PAR should be submitted by a member of the Council who proposes the name. The criteria for weighing the contributions will apply to Honorary Fellows. For area B Which is not applicable for non-members, weight will be given by the Fellowship Committee by evaluating the report submitted by the proposer. Hence the proposer should adequately describe in PAR the contributions made by the nominee for the development of LIS in Sri Lanka.

The Council should announce the names of nominated fellows to the membership before awarding the Fellowship. Any member could appeal within a specified period, to the Council regarding nominated Fellows. A member whose PAR is not accepted also could submit an appeal to the Council.

Summary of procedure

1. Members fill in the Ordinary Fellowship Application forms and prepare the Professional
2. Achievement Report (PAR)

3. Member submits the two documents to the SLLA Office Copies of his / her publications are also
4. submitted.
5. SLLA OFFICE acknowledge the receipt of the application form
6. GS checks a) Membership b) Associateship c) continuity of membership during the past 5 years
7. GS checks the documents accompanied by the fellowship application
8. GS checks Information relating to section B and certifies.
9. EO check Information relating to section C and certify
10. The application is submitted to the Fellowship Committee
11. FC evaluate Section A and D
12. FC sends its recommendations to GS
13. GS submitted the recommendations to the council for approval
14. GS circulate the proposed names among the membership for the information
15. Council confirms the Fellowship
16. Fellowship is awarded at the Annual General Meeting