

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).

***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 taking into account 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 5 or more marks will be considered as a Contributory Area of the applicant concerned.**
- **Associate members with 05 or more years of continuous membership in the SLLA and gain a total of 20 marks for two or more Areas will be eligible to apply for the Fellowship.**

Following criteria and marks will be used to measure the contribution of the member, in order 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 each of the monographs	05 per monograph
A.2 Published Monographs	Edited, Translated, or Compiled by the candidate	One copy each of the monographs	04 per monograph
A.3 Published articles in refereed, indexed journals	Authored	One copy each of the articles	03 per article
A.4 Published articles in non refereed, non-indexed journals		One copy each of the articles	02 per article
A.5 Published full Conference Paper (National or International)		One copy each of the Conference Paper	01.5 per conference paper
A.6 Published Conference Abstracts (National or International)		One copy each of the Conference Abstract	01 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,		Certification by the General Secretary of	05 per year

Immediate Past President, General Secretary, Treasurer, Education Officer, Publications Officer		the SLLA or other proof	
B.2 Vice President, Asst Secretary, Asst. Education Officer or nominated member to 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.3 Conveners of Professional Groups of the SLLA, including COMAISP and Special Committees set up under COMAISP and other national level seminars, workshops and training programs		One page report of the activities conducted per year by the applicant as the convener	03 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	02 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	01 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	01.5 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 the General Secretary of the SLLA or other proof.	01 per article reviewed

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, Centres and Mediums 	Certification by the Education Officer / General Secretary or other proof	05 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, Centres and Mediums.	Certification by the Education Officer / General Secretary or other proof	04 per year
C.3 Serving as a Centre Co-ordinator or Course Co-ordinator (i.e. Distance Education Program)		Certification from the General Secretary or other proof	04 per year
C.4 Serving as a resource person in a workshop/seminar/short course/training program conducted by the SLLA, designing curriculum for a short program to be offered by the SLLA or any other contribution to the SLLA (i.e. compilation or translation of professional material, designing COLA or Fellowship by Research curricula)	<ul style="list-style-type: none"> • Teaching a minimum of two hours in a program other than regular education programs of the SLLA. • Designing curricular individually to be evaluated by a committee. 	Certification from the General Secretary or other proof	02 per activity. 01 additional mark will be assigned per activity if services rendered on voluntary basis.
C.4 Teaching in other recognized LIS educational Institutions of Sri Lanka	<ul style="list-style-type: none"> • Minimum number of hours must be 4 	Certification from the LIS educational Institution concerned	01 per year irrespective of number of hours that exceed the minimum number of hours.
D. Research and Innovation			

D.1 Designing new LIS system / software / equipment / technology or receiving 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	02 per system / patent
D.2 Introducing new service or practice to the Library		Certification by the Head of the Library/institution in which service / practice was implemented	02 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 PhD theses already successfully completed		<ul style="list-style-type: none"> • 01 per SLLA final year projects or PG Diploma • 02 per Masters • 03 per Mphil • 04 per PhD
D.5 Planning a new library or major re-organisation	Reorganizing of libraries affected by natural disasters (eg: Tsunami affected libraries) etc	Evidence on activities carried out.	02 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 LIS profession which should accompany documents to support his/her claims. The General Secretary checks this report and attaches a statement giving.

- 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 (eg . EO from July 1998 to September 1999).

If applicable, PAR will be forward 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 years and name of the SLLA course (e.g. 1990- first year Colombo – Sinhala 10 modules)

PAR with 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 propose the name. The criteria for weighing the contributions will apply for Honorary Fellows also. 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 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. Member fill in the Ordinary Fellowship Application forms and prepares the Professional Achievement Report (PAR)
2. Member submits the two documents to the SLLA Office Copies of his / her publications are also submitted.
3. SLLA OFFICE acknowledge the receipt of the application form
4. GS check a) Membership b) Associateship c) continuity of membership during the past 5 years
5. GS check the documents accompanied with the fellowship application
6. GS check Information relating to section B and certify.
7. EO check Information relating to section C and certify
8. The application is submitted to the Fellowship Committee
9. FC evaluate Section A and D
10. FC send its recommendations to GS
11. GS submit the recommendations to the council for approval
12. GS circulate the proposed names among the membership for the information
13. Council confirms the Fellowship
14. Fellowship is awarded at the Annual General Meeting