

## A World of Internships in Boston

Location says it all. Boston is a city renowned for its cultural and historical richness. It is home to hundreds of archival repositories in historical societies, museums, music conservatories, religious organizations, historic sites, research centers, corporations, government, special collections, and more than 80 universities and colleges. As a student in the program, you'll work as you learn, combining coursework with rich and engaging internships (required in the core archives courses) at Boston-area repositories.

No other archives program  
in the country rivals Simmons  
in the abundance and variety  
of internships offered.

At Simmons, archival internships are woven into the very fabric of the program's core courses. As a student, you will be placed into your first internship at the very start of the program and will receive one-on-one mentoring from a professional archivist or preservationist on site.



# SIMMONS

To find out more about the Simmons archives program,  
go to [www.simmons.edu/gslis/academics/programs](http://www.simmons.edu/gslis/academics/programs),  
or contact us at:

617.521.2808

[archives\\_education@simmons.edu](mailto:archives_education@simmons.edu)

## Boston: Where Our History Began



# SIMMONS

The Archives  
Management Program



## The Archives Program

The archives program at Simmons, one of the top rated in the country, is offered through the master's degree program at the Graduate School of Library and Information Science.

### *The master's program offers:*

- ▶ Instruction in emerging technologies related to archives
- ▶ Internships integrated into coursework
- ▶ Mentoring by archives professionals and Simmons faculty
- ▶ The opportunity to become a lifelong member of the Simmons community and to benefit from the College's extensive professional network

Our full-time and adjunct faculty have international reputations as scholars, teachers, researchers, and leaders. From dealing with disaster in the aftermath of a hurricane to digging down into the quagmire of classified records, our faculty bring a breadth of experience, a commitment to excellence, and a passion for breaking new ground.

#### **Full-Time Archives and Preservation Faculty**

Jeannette Bastian, *Associate Professor*; Michele Cloonan, *Dean*;  
Tywanna Whorley, *Assistant Professor*

#### **Adjunct Archives and Preservation Faculty include:**

Kathryn Hammond Baker, *Records Manager/Archivist*, Countway Medical Library;  
William Landis, *Head of Arrangement and Description and Metadata Coordinator*,  
*Manuscripts and Archives*, Yale University Library; Martha Mahard, *Consultant*; Rachel Onuf, *Consultant*; Susan Pyzynski, *Associate Librarian for Technical Services*, Houghton Library, Harvard University; James Roth, *Supervisory Archivist*, John F. Kennedy Presidential Library; Anne Sauer, *Director, Digital Collections and Archives and University Archivist*, Tufts University; Donna Webber, *Simmons College Archivist*; Eliot Wilczek, *University Records Manager, Digital Collections and Archives*, Tufts University

## Preservation Management Concentration

Simmons has offered preservation courses for more than 25 years. Our three preservation courses — *Preservation Management*, *Archiving and Preserving Digital Media*, and *Preservation Technologies* — are offered in the context of the Archives Management Program and are supported by other courses in the curriculum. Students studying preservation management are eligible to apply for the Josephine Riss Fang Endowed Scholarship.

## The Archives Program

The Master of Science in Library and Information Science degree with a concentration in archives management will prepare you for a career in librarianship, as well as in archives. The degree requires 36 credit hours.

- ▶ Five core courses in library and information science (15 credit hours)
- ▶ At least five courses in archives management (15 credit hours), which include:
  - Four core courses in archives (12 credit hours):
    - *Introduction to Archival Methods and Services* (LIS 438)
    - *Archival Access and Use* (LIS 440)
    - *Managing Records in Electronic Environments* (LIS 456)
    - One of the following preservation courses:
      - *Preservation Management* (LIS 439)
      - *Archiving and Preserving Digital Media* (LIS 444)
      - *Preservation Technologies* (LIS 448)
  - One of the following archives electives (3 credit hours)
    - *Appraisal of Archives and Manuscripts* (LIS 441)
    - *Establishing Archives and Manuscripts Programs* (LIS 442)
    - *Archives, History, and Collective Memory* (LIS 443)
    - *Photographic Archives* (LIS 471)
- ▶ Two elective courses (6 credit hours), which may include:
  - Additional archives or preservation electives
  - Other electives from the GSLIS program

## The Dual-Degree Program in Archives and History

This is one of the few archives/history programs offered in the context of a library school. It is distinguished by the high level of integration between GSLIS and CAS, the Simmons College of Arts and Sciences. The program prepares students for the increasing number of archival positions that require both technical training and historical knowledge by combining course curriculum, theoretical background, and hands-on experience. The degree requires 57 credit hours.

#### **33 credit hours at GSLIS:**

- Five core courses in library and information science (15 credit hours)
- At least five courses in archives management (15 credit hours), including four core courses in archives and one archives elective (see “The Archives Program” above for specific course listings)
- One elective course (3 credit hours) from either archives/preservation or the general LIS curriculum

#### **24 credit hours in the CAS history department:**

- 4 credit hours in Historical Methods and Research (HIST 597)
- 16 credit hours of history courses at the 400 level or above
- 4 credit hours of final thesis

Please note: All dual-degree students must take *Archives, History, and Collective Memory*. Students may take the class as either an LIS elective for three credits (LIS 443) or a history elective for four credits (HIST 527).