



The UNIVERSITY of OKLAHOMA

College of Professional and Continuing Studies

Guidelines for LSMS 5190 Museum Project 3 credit hours, Satisfactory/Unsatisfactory grading

Overview

The MA Museum Studies program option is a fully online course of study. The purpose of the required Museum Project course is to give students the opportunity to interact with professional colleagues in a museum or similar environment. Each student will work with a museum administrative officer to determine the project, its scope, and its outcomes. It is the students' responsibility to find a Museum to work with on this project.

Students can select a project that is of interest to them or one that is needed by their organization. This enrollment will be individualized and requires forethought as well as coordination with the museum, the College of Professional and Continuing Studies, and OU faculty members. The Museum Project enrollment stands alone; it is not attached to any specific Museum Studies course.

For this 3-credit hour course, you should estimate approximately 150 hours working on the project in the Museum plus the written report and other required materials.

Required Assignments and Procedures

At least 30 days prior to enrollment, the student will write a proposal and send it to their Academic Advisor providing the following information:

1. Name and address of museum or institution for the project
2. Name of museum administrator who will be the on-site supervisor of the project and contact information for that person
3. A detailed description of the project, its scope, outcomes, and the activities involved

The Academic Advisor will find an OU faculty member who will be the professor of record, who will review the project with the student at the beginning of the enrollment and evaluate the following materials at the end of the semester.

1. A report describing the project which would include the following information:
 - a. The need for the project within the museum operations
 - b. The scope of the project and its potential for any future expansion
 - c. The steps involved and a critical review of the process
 - d. An evaluation of the results and effectiveness of the project
2. The supervisor's evaluation of the project and its outcomes.

Course Objectives

The project will enable the student to:

1. Demonstrate an understanding of the relationship between theory and application by successfully discussing this relationship in the concluding report.
2. Demonstrate the ability to formulate and/or carry out a specific museum project by successfully completing the described project.
3. Demonstrate the relationship between the specific project and broader museum goals and operations by successfully evaluating its effectiveness for museum operations.
4. Discuss the project within the context of the museum's mission.
5. Interact with museum colleagues and other professional staff.



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Evaluation Report of Museum Project
LSTD 5190

Name of Museum Supervisor/Evaluator _____

Name of Museum/Institution _____

Address _____
Street City State Zip

Name of Student _____

Project Dates _____ to _____

Brief Overview of Project

Discuss the process by which the student approached the museum and developed the project concept. Place the project within the context of the museum's or institution's needs. Comment on the originality of the student's ideas and procedures.

Evaluation of student's project using the following criteria among others:

1. Student's ability to develop and discuss in-depth the project from both its theoretical and applied aspect.
2. Student's ability to relate the project to the unit operation as well as to the larger museum's operations, functions, and missions.
3. The skill with which the student developed and /or performed the described project.
4. Student's interaction with other staff members including such factors as participation in discussions, openness to suggestions, adaptability, creative approaches to unexpected problems/situations.
5. General work habits.

Please send your evaluation to:

The Museum supervisor should email the evaluation as an attachment to
ladawnjones@ou.edu
and the OU Faculty Member working with the student.

Or

Mail to:

Masters Program
College of Professional & Continuing Studies
University of Oklahoma
McCarter Hall
1610 Asp Ave.
Norman, OK 73072-6405

If you have any questions, please call 405:325-6421 or 800:522-4389.