Editorial
Welcome to this issue of our electronic newsletter by which we intend to keep you informed of the activities and developments in the Department.

Our newsletter is used to collect and disseminate information about matters of interest to members of the wider library and information profession.

We hope you find the newsletter interesting and we invite you to share any ideas or suggestions you may have as to how it can be improved.

Ideas and suggestions for improvements should be sent in January for publication in March.

Mark-Jeffery Deans, editor

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Message from HOD
Dr. Paulette Stewart
I am extremely pleased to have another edition of the Newsletter that offers information on the progress and work of the Department. The focus of this issue is to keep you abreast of the trends, and events in the Department and among the alumni. I am particularly pleased to inform you that in response to the trends in the library school environment, the DLIS is now offering four of its five degree programmes in the online mode as well as face-to-face. This pedagogical change has led to the upgrade of the Information Communication Technology infrastructure as well as the physical structure to accommodate the online learning. We have made programmatic changes to remain current and to ensure that our graduates have the knowledge and competencies to function effectively and efficiently in the information unit in which they will be employed. The DLIS is now offering an Archives and Records Management programme which provides a dedicated space for the academic analysis of Caribbean memory and recordkeeping practices, which are emerging out of the realities of the Caribbean experience. These courses are taught by our own experienced, committed and enthusiastic staff. Additional details of the Department’s programme are provided on our newly created website. Read, enjoy, learn and share with others.
Paulette Stewart is the Head of the Department of Library and Information Studies and a lecturer at The University of the West Indies, (UWI) Mona, Jamaica. Paulette has been working at UWI since 2004. At The UWI she develops and teaches courses which includes School Libraries, Information Literacy and Research Methods in library and information studies.

During 2004 to 2010 she was the Chair of the Schools Section of the Library and Information Association of Jamaica. In this position she planned and executed seminars and workshops for school librarians. One of the outstanding activities during this time, was the hosting of the first National Forum on School Libraries, under the theme, “The Role of School Libraries in a Transformed Education System” held at the Jamaica Conference Centre, Kingston in 2006. The then Minister of Education, The Honorable Maxine Henry-Wilson was the keynote speaker.

She emphasized that a fully functional school library was related to academic success. While teaching at the University, Paulette became aware of the IASL and immediately became a member. The first IASL conference she attended was the one in Portugal in 2006. At this conference she received the Ken Haycock Leadership Development Grant for the major role she played in empowering school librarians in Jamaica.

In 2012, Paulette was nominated the Director for Latin America and the Caribbean. She is currently serving in this capacity.

She has represented the members at many IASL Board Meetings and has encouraged school librarians and faculty of library schools to become members of the Association.

The highlight of her tenure was the first regional conference that she hosted on July 12-15, 2016 at The UWI, under the theme, “Unlocking the Full Potential of the 21st Century School Library: Emerging Trends for Librarians and Users”. Participants numbered 110 and represented Antigua, the Bahamas, Belize, Dutch St. Maarten, Jamaica, Qatar, St Lucia, and Trinidad and Tobago. Paulette finds it a pleasure to serve on the IASL Committee and will continue to advocate for school librarians and school libraries.

Paulette Stewart representing Jamaica at the Opening Ceremony the 42nd IASL Annual Conference held in Bali, Indonesia, 26-30 August 2013.

See full article at https://iasl-online.org/resources/Documents/newsletter/IASL_Newsletter_January19.pdf
In our daily business transactions and social interactions, we create memories. In so doing, we try to document aspects of our lives that we consider valuable. The work email, lunch receipt, that perfect selfie, the business contract, office correspondence, the love letter, or the membership card all form part of a person's activities that inform their memories.

The ability to remember, and forget, is an asset we so easily take for granted these days. Yet, the success of our professional and personal lives is dependent on what we choose to remember and how we use and manage our memories.

Managing these records is done by the Archivist and Records Manager. Created as part of a transaction, a relationship, or an interaction, records are fixed representations of the occurrences between two or more parties. An unsigned contract is not a record of a business partnership, neither is a well-written but undelivered love letter.

FOUNDATION OF SOCIETY
Records are the foundation of every society. Whether from a literate culture, with its early writings or sketches, or from an oral tradition with its stories, songs and rhythms records give information how an individual, a family, a business perceives itself and operates.

Records provide tangible proof of the experiences of the past, give an appreciation for the way things are currently, and influence the way we will do things in the future. Where there are no records, there are ruptures to the cultural, economic, social, and political well-being of a person and a society. This happens so very often in our technologically advanced world, where one's 'stolen' identity results in loss of rights, with financial, legal, and even cultural consequences.

A beautiful project emerged out of the sad circumstances triggered by the HIV/AIDS pandemic in South Africa in the early 2000s. The high rates of infection and death left millions of children vulnerable and orphaned, as many were now being disenfranchised, disconnected from family heritage, and suffering from identity issues. To counter this, the Children Emergency Relief International (CERI) launched the 'Memory Box Project', which trained caregivers to encourage parents to create a box containing letters, objects, and other items that they would want to leave behind for their children.


Stanley Griffin, PhD, is a lecturer in the Department of Library and Information Studies in the Faculty of Humanities and Education at The University of the West Indies, Mona. This article is one in a series that seeks to promote and highlight the impact of the arts and humanities on the individual's personal development and career path.
The International Council on Archives (ICA) and the Caribbean Archives Association (CARBICA) in collaboration with the Government of Sint Maarten, hosted a four day working conference entitled “Regional approaches to disaster recovery and heritage preservation” in the New Government Administration building of Sint Maarten from July 30th to August 2nd 2018.

The conference involved approximately twenty-two (22) countries and representatives from various arms of the cultural heritage field such as archives, archaeology, libraries, museums, built heritage and intangible heritage. The aim of the conference was to allow them to share their experiences in the aftermath of hurricanes Irma, Maria and Jose in 2017 and explore the possibility of strengthening support for each other in the event of future disasters, through the creation of a Caribbean Heritage Protection Network.

As the name states, the conference sought to not only address the preservation of archival documents but also heritage materials including museums, monuments and intangible cultural heritage. Heritage materials are at risk during times of disaster and need to be given increased levels of protection to preserve the cultural foundation of nations.

The four day event was well organized into sessions which took on both theoretical and practical elements to allow participants the opportunity to physically engage with materials in real life situations. This was done while being guided by international experts who shared practical planning and recovery ideas, resources and techniques.

“Experiencing the, “Regional Approaches to Disaster Recovery and Heritage Preservation” conference has led me to have a greater appreciation of not only archival materials and their value, but also of other related fields such as archaeology and intangible cultural heritage. ”

Desaray Pivott-Nolan

New Government Administration building of Sint Maarten

See full pdf version at https://www.mona.uwi.edu/dlis/students

Desaray Pivott-Nolan is a Masters student in the Archives and Records Management Programme and was the Departments’ “New Professional” for 2018.
Featured Student Article: Excerpt from “Processing Found Material: The Martha Gayle Collection” by Natiba Guy-Clement and Demar Ludford

Archives acquire materials in a myriad of ways. The materials could be acquired through outright purchases, bequeathed by planned giving, estates or donations from collectors who have limitations in regards to space, time or energy to continue their pursuits. There are those other times when people find material that they deem not useful to them but are of enough sentimental or historical value that makes throwing them in the trash not an option.

The Martha Gayle Collection falls into the latter category and was donated by George Camarda in 2016. It documents the life of a Caribbean immigrant Martha Gayle and her niece Daisy Parnell who lived in Brooklyn in the 1940’s through the year 2000.

To process this collection we were fortunate enough to host Demar Ludford, an Archives and Records student intern from the University of the West Indies, Mona campus in Jamaica. Demar is also a Research Officer at the National Library of Jamaica and the perfect fit to bring some much needed context to the story of Gayle.

Over the course of 6 weeks, Demar was tasked with arranging and describing the collection and conducting some genealogy research, to be able to provide context and piece together Gayle’s story.

Q. What was the most difficult part of processing this collection?

A. The most challenging part of this collection I would say was the arrangement section of the processing...

See full article at https://www.bklynlibrary.org/blog/2018/08/02/processing-found-material

Demar Ludford is currently a Masters student in the Archives and Records Management Programme in the DLIS.

The collection consists of correspondence, medical documents, identification papers, financial records and photographs, all tools to weave the tale of Gayle, and her trajectory from domestic worker, to becoming the owner of several brownstone buildings in Brooklyn.
UNESCO/UWI Pilot Initiative on Media and Information Literacy (MIL) Workshop

On July 24-26 2018, the Department’s strategic objective which is to build value-added relationships with International partners was realized when the DLIS partnered with UNESCO and conducted a three-day workshop on Media and Information Literacy (MIL). The purpose of the workshop was to enhance participants’ knowledge, skills and attitude of Media and Information Literacy (MIL). UNESCO provided US$4,992.08 to assist with the execution of the workshop.

“Media and Information Literacy Levels at the Exit Stages of the Education System in Jamaican Schools: A Survey.”

On Tuesday, October 16, 2018, the DLIS presented the findings from a UWI research grant funded study titled: “Media and Information Literacy Levels at the Exit Stages of the Education System in Jamaican Schools: A Survey.” The function was hosted by the DLIS in The UWI Library’s Multi-Functional Room and saw in attendance, key stakeholders in the Jamaican education system, such as librarians, teachers, school leaders, students, etc.

Kenneth E Ingram 5th Memorial Lecture Series “Once Upon A Time is Now! Reclaiming and Preserving Storytelling as Caribbean Memory

On Thursday November 8, 2018 The Department of Library and Information Studies in collaboration with the Mona Library, the National Library and the Dept. of History and Archaeology hosted the Kenneth E Ingram 5th Memorial Lecture Series “Once Upon A Time is Now! Reclaiming and Preserving Storytelling as Caribbean Memory.

Key note Presenter was Dr. Amina Blackwood-Meeks, Storyteller, Orator - Edna Manley College of The Visual and Performing Arts.
STAFF RESEARCH AND PUBLICATIONS


STUDENTS’ RESEARCH IN PROGRESS

Samara Reynolds: A Survey of Employers’ Perception of the Employability Skills of Recent Graduates of a Library School in Jamaica.

Lisa Gaye Vernon: An Evaluative Case Study of The Hall of Residence Librarian Programme at a University in Jamaica

Denise Hunter: Research and the Role of Academic Libraries in the Caribbean in Supporting Social and Infrastructural Development in the Region.

Simone Harrison: The Methodology Used to Deliver Information Literacy Instruction by a Select Group of Academic Librarians: A Case Study
Programmes Currently Offered in the Department

Undergraduate Programmes
- BA in Librarianship
- BA in Information Studies
- Minor in Information Studies

Graduate Programmes
- MA in Library & Information Studies
- Master in Library & Information Studies
- MA in Archives & Records Management
- MPhil in Library & Information Studies

For further information, visit the Department’s website at https://www.mona.uwi.edu/dlis/

Teaching Resources
Virtual Conference Room
The Department now offers all programmes via dual modality. Videoconferencing codecs (Life-size and Polycom) are used with ZOOM to host virtual interactive lectures and meetings with students.

Newly refurbished Seminar Room II (equipped with ZOOM technology)

New Programmes
In keeping with the mandate to constantly upgrade the offering of the Department to reflect The University’s Strategic Plan (2017-2022) and cater to the demands of the workplace, the Department of Library and Information Studies (DLIS) developed three new programmes which are currently being offered, these are:

- Bachelor of Arts in Librarianship (online and face to face)
- Bachelor of Arts in Information Studies (online and face to face)
- Master of Arts in Archives and Records Management (online and face to face)
UNIVERSITY OF THE WEST INDIES
LIBRARY & INFORMATION STUDENT SOCIETY
(UWI-LISS)

In 2018 the University of the West Indies Library & Information Student Society (UWI-LISS) gained official club status from the Office of Student Services & Development, The University of the West Indies.

Goals of the Society
General Goal: To promote an awareness of library and information work.

Specific Goals
A. To provide varied library and information related experiences geared towards the development of students in the field;
B. To provide a forum for sharing and learning about trends and issues in the field;
C. To provide opportunities to meet other persons engaged in or interested in the many facets of librarianship;
D. To promote a wider knowledge of library associations locally, regionally and internationally;
E. To provide opportunities for library and information students to make an impact in surrounding communities.

“Cupcakes were the order of the day at the 2018 UWI Club Fusion. They kept the customers buying and the executive smiling”
“Capturing” the Day’s Activities and Events at the DLIS Booth on Research Day 2018

Students accessing information on the Department’s offerings

Posing for the Camera on research Day DLIS student Samantha Porter

DLIS student Fiona Hutchinson providing information from the DLIS brochure

DLIS student Shatoya Miller providing information from the DLIS brochure

DLIS student Juliet Fuller and Shatoya Miller taking a “breather” on the day
“Capturing” the Day’s Activities and Events
DLIS Christmas Luncheon 2018 at Gloria’s Downtown, Kingston

DLIS Staff members on the deck.

What a dish “curried shrimp”

Dr. Stewart hands over a well-deserved appreciation award to Mrs. Hyacinth Brown for her service to the Department.

En vogue on the runway

What a catch “big fish”

Adjunct lecturers relax and prepare for their meal.
Meet the DLIS Faculty and Staff (in alphabetical order from left to right)

Dr. Ruth Baker-Gardner, Lecturer
Mr. Mark-Jeffery Deans, Librarian
Mrs. Natoyna Garwood, Library Assistant

Dr. Stanley Griffin, Lecturer
Dr. Rosemarie Heath, Lecturer
Mr. Barrington Jackson, Senior Office Attendant

Mrs. Carlene Jacobs, Senior Administrative Assistant
Ms. Jeleasa Palmer, Office Attendant
Dr. Paulette Stewart, Head of Department

Ms. Angella Wilson, Senior Secretary
Dr. Yan Wu, Lecturer
What is plagiarism? Plagiarism is most clearly defined as submitting or using the ideas, words, images, code, music, or other work of others as though it were your own.

What does plagiarism include?
• **Copying or paraphrasing** from books or other sources without citing it properly.
• **Copying** work from another student.
• **Working** as a group on projects where the instructor requires individual work.
• **Buying** or copying entire papers or projects done by others.
• **Altering** information or data.
• **Using misleading references.**
• **Resubmitting** previously evaluated work of your own without the consent of your current instructor (e.g., submitting work, even if you have revised it, that you have previously submitted in a different course).

How to avoid plagiarism? When you use ideas that are not your own, you need to indicate that to your reader, whether or not you change the words.

**Works Cited**