

## MARA Core Competencies

<http://ischool.sjsu.edu/programs/mara/mara-core-competencies>

Revised Spring 2015

Upon completion of the MARA program, every student will be able to:

- A. Articulate the ethics, values, and foundational principles of archives and records management professionals and appreciate the important role record keepers play in social memory and organizational accountability
- B. Recognize the social, cultural, and economic dimensions of records, recordkeeping, and records use
- C. Understand the evolution of information recordkeeping systems in response to technological change
- D. Have expertise in the basic concepts and principles used to identify, evaluate, select, organize, maintain, and provide access to records of current and enduring value
- E. Understand the system of standards and structures endorsed and utilized by the recordkeeping professions, particularly in the areas of electronic records and digital assets management
- F. Apply fundamental management theories and principles to the administration of records and recordkeeping organizations
- G. Know the legal requirements and ethical principles involved in records management and the role the recordkeeper plays in institutional compliance and risk management
- H. Be conversant with current information technologies and best practices relating to records preservation and security
- I. Understand research design and research methods and possess the analytical, written, and oral communication skills to synthesize and disseminate research findings
- J. Identify ways in which archivists and records managers can contribute to the cultural, economic, educational, and social well being of our global communities.  
*(effective for inclusion in e-Portfolios for Spring 2015 admits and forward)*

The School provides opportunities and activities for the development of desirable personal attributes and qualities but recognizes a shared responsibility with the students themselves, associations, employers and other client groups. As articulated by professional associations, the School strives to develop commitment to service, flexibility, leadership, vision, communication, self-motivation, collaboration, teamwork, mutual respect and trust, independence, respect for diversity, courage, tenacity, critical and creative thinking, professional involvement, networking and personal career planning.

*Note: The letter besides each competency is for ease in identifying the competency in discussions and does not indicate any weighting or ordering of the competency.*

## Mapping of MARA Program Learning Outcomes (Core Competencies) to University Learning Goals

Revised Spring 2015

MARA Core Competencies listed for each University Learning Goal are associated with at least one required course on the grid below. There may be additional courses that address each competency.

University Learning Goals	MARA Program Learning Outcomes (Core Competencies)	Supporting Course	MARA Courses Mapped to SLOs and Program Learning Outcomes (Core Competencies)
<a href="http://www.sjsu.edu/learninggoals/university/">http://www.sjsu.edu/learninggoals/university/</a>	<a href="https://ischool.sjsu.edu/programs/mara/mara-core-competencies">https://ischool.sjsu.edu/programs/mara/mara-core-competencies</a>	<a href="https://ischool.sjsu.edu/programs/mara/mara-curriculum/course-descriptions">https://ischool.sjsu.edu/programs/mara/mara-curriculum/course-descriptions</a>	<a href="http://ischoolapps.sjsu.edu/slo-core/mara.php">http://ischoolapps.sjsu.edu/slo-core/mara.php</a>
<b>Specialized knowledge</b>			
Depth of knowledge required for a degree, as identified by its program learning outcomes	A through J	MARA 289	MARA 289 required of all
<b>Broad Integrative Knowledge</b>			
Mastery in each step of an investigative, creative or practical project (e.g., brainstorming, planning, formulating hypotheses or complex questions, designing, creating, completing, and communicating)	D, E, F	MARA293 and MARA 295	Either a combination of MARA 293 and MARA 294 or MARA 295 required of all
Understanding of the implications of	I	MARA 285	Required of all

results or findings from a particular work in a societal context (e.g., social or economic implications of a scientific finding).			
<b>Intellectual Skills</b>			
Fluency in the use of specific theories, tools, technology and graphical representation	C, E, F, H	F - MARA 204 C, E, H – MARA 210 and MARA 211	MARA 204 required of all MARA 210 and MARA 211 required of all
Skills and abilities necessary for life-long learning: critical and creative thinking, effective communication, conscientious information gathering and processing, mastery of quantitative methodologies, and the ability to engage effectively in collaborative activities.	I	MARA 285 (methodologies)	MARA 285 required of all
<b>Applied Knowledge</b>			
Ability to integrate theory, practice, and problem-solving to address real world issues.	F	MARA 204	MARA 204 required of all
Ability to apply knowledge and skills to new settings and or in addressing complex problems.	D	MARA 293, 294, 295	Either MARA 293 and MARA 294 or MARA 295 are required of all students
Ability to work	F	MARA 204	MARA 204 required

productively as individuals and in groups			of all students (SLO under Core Comp: Experience and assess working in teams)
<b>Social and Global Responsibilities</b>			
Ability to act intentionally and ethically to address a global or local problem in an informed manner with a multicultural and historical perspective and a clear understanding of societal and civic responsibilities	A, B, G, J	MARA 200 MARA 204	MARA 200 and MARA 204 required of all students
Diverse and global perspectives through engagement with the multidimensional SJSU community	A, J  MLIS/MARA electives  <i>Other:</i> Our engagement is beyond the SJSU community as we have students from every state and several countries. SLIS has interdisciplinary relationships with the Department of World Languages; Department of Health Sciences; and two faculty in the Cybersecurity and Big data cluster.	A - MARA 200 J – MARA 204  MARA students select a combination of three MARA/MLIS electives. Any new MARA courses meet this requirement. MLIS electives are to be selected from an approved list at <a href="https://ischool.sjsu.edu/programs/mara/mara-curriculum/mlis-electives">https://ischool.sjsu.edu/programs/mara/mara-curriculum/mlis-electives</a> . Requests for permission for the MLIS electives is obtained by completing a form	MARA 200 and MARA 204 required of all students  3 MLIS/MARA courses must be selected by MARA students from an approved list. Course content may or may not satisfy this University Learning Goal.

		at <a href="http://slisweb.sjsu.edu/programs/mara/mara-curriculum/mlis-electives-form">http://slisweb.sjsu.edu/programs/mara/mara-curriculum/mlis-electives-form</a>	
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