

Title 13. Libraries, Archives, and Cultural Resources
Chapter I. Arkansas State Library, Department of Education
Subchapter A. Generally
Part 2. Rules Governing Distribution of Scholarship Assistance
Subpart 1. Generally

13 CAR § 2-101. Purpose.

(a) It is the purpose of this part to formalize a process already in existence and set reasonable guidelines to make scholarship assistance available to every public library in the state of Arkansas to address the education needs of public library staff working toward the ultimate goal of obtaining a master's degree in library and information science as defined in 13 CAR § 2-102(3).

(b) This part is specifically for the purpose of establishing standards for distributing funds available through the State Aid to Public Libraries fund administered by the Arkansas State Library.

13 CAR § 2-102. Definitions.

As used in this part:

- (1) "ALA" means the American Library Association;
- (2) "ASL" means the Arkansas State Library;
- (3) "Master's degree" refers to the educational award given by a library school whose program is accredited by the ALA; and
- (4) "State Aid" means State Aid to Public Libraries.

13 CAR § 2-103. Focus area.

To aid Arkansas public libraries in employing master's degree librarians by providing educational opportunities for public library staff members through traditional, on-campus, or distance learning.

13 CAR § 2-104. Eligibility standards.

(a) Scholarship funds will be distributed to a public library that submits a scholarship application to the State Library Board.

(b) Priority will be given as follows:

(1) Public libraries eligible for State Aid whose personnel are employed as library directors;

(2) Public libraries eligible for State Aid whose personnel are employed in positions other than library director; and

(3) Public libraries not eligible for State Aid but recognized by the Arkansas State Library as public libraries.

(c)(1) The applying institution, or its governing body, must be able to accept and administer the scholarship on behalf of the employee.

(2) Applying institutions may neither add to nor subtract from the scholarship eligibility requirements imposed on the employee.

(d) Individuals upon whose behalf the library is applying must meet the following standards:

(1) Unless employed as a library director and granted a waiver from the board, show evidence of completion of twelve (12) semester hours toward the master's degree as evidenced by submitting an official transcript;

(2) Provide a copy of the agreement with the public library concerning employment in a public library for at least one (1) year after completion of the master's degree;

(3)(A) After each semester, furnish proof of completion of coursework that shows the individual received a minimum course grade (based upon an "A – F" grading scale) of "B", or if applicable, a "credit" for a credit/no credit course.

(B) "Incompletes" do not qualify for reimbursement;

(4) Show evidence of conferral of degree by submitting an official transcript that indicates the date of conferral;

(5) Agree to remain employed by a public library in the state of Arkansas for a duration of one (1) year upon completion of degree; and

(6)(A) Complete all required coursework and obtain the master's degree within three (3) years of acceptance to the scholarship program.

(B) This requirement may be waived by written appeal to, and approval by, the board.

13 CAR § 2-105. Administration.

The scholarship will be administered by the State Library Board.

13 CAR § 2-106. Scholarship proposals.

(a)(1) The proposals shall include an application from the applicant library.

(2) The State Library Board shall review the proposals for approval.

(3) Proposals shall be consistent with the Arkansas Code and existing Arkansas State Library rules regarding an ALA-accredited library program.

(b) Funding may include, but is not limited to:

(1) Tuition;

(2) Materials;

(3) Travel;

(4) Lodging; and

(5) Other items associated with educational costs.

(c) Funding shall not be provided for hours in excess of the required number for the degree, nor for required courses not completed within the set number of hours required for the degree.

13 CAR § 2-107. Distribution of funds.

(a) The State Library Board will budget and distribute funds appropriated for each biennium from the General Assembly according to the following:

(1) The total amount of funds to be distributed will be determined by the board each year at a minimum of one percent (1%) of the appropriated State Aid to Public Libraries;

(2)(A) Funds may provide as many scholarships as are requested each year.

(B) All moneys not disbursed shall be returned to the State Aid fund for distribution;

(3) Funds may be disbursed to the applicant library at the completion of each semester; and

(4)(A) Funds will be distributed via scholarship for each individual as identified by the board in accordance with eligibility.

(B) Each scholarship will include a set of assurances and provisions required in the eligibility standards.

(b) The board reserves the right to approve or deny any scholarship applications.