

CR 93-109

CERTIFICATE

STATE OF WISCONSIN )  
 ) SS  
DEPARTMENT OF PUBLIC INSTRUCTION)

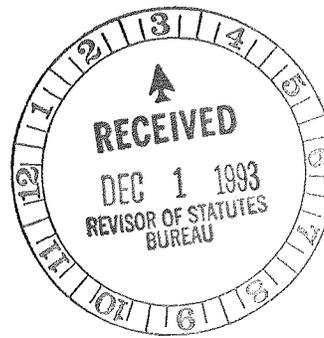
I, State Superintendent of the Department of Public Instruction and custodian of the official records of said Department, do hereby certify that the annexed rule relating to public librarian certification was duly approved and adopted by this Department on the first day of the month following publication in the Wisconsin Administrative Register.

I further certify that said copy has been compared by me with the original on file in this Department and the same is a true copy thereof, and of the whole of such original.



IN TESTIMONY WHEREOF, I hereunto set my hand and affixed the official seal of the Department at General Executive Facility (GEF) 3, 125 South Webster Street, P.O. Box 7841, in the city of Madison, this 1st day of December, 1993.

*John T. Benson*  
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John T. Benson  
State Superintendent  
State Department of Public Instruction



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ORDER OF THE  
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION  
AMENDING RULES

The state superintendent of public instruction hereby amends PI 6.03 (3) (a) to (d), (4), (5) (intro.), (b) and (d) and (6) (b), repeals and recreates PI 6.03 (6) (a), and creates PI 6.03 (1) (e) and PI 6.03 (7) relating to public librarian certification.

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ANALYSIS BY THE DEPARTMENT OF PUBLIC INSTRUCTION

Statutory authority: ss. 43.09 (2) and 227.11 (2) (a), Stats.

Statute interpreted: s. 43.09, Stats.

Under s. 43.07 (1), Wis. Stats., the Council on Library and Network Development (COLAND) is required to make recommendations to the Division for Library Services in regard to the development of standards for the certification of public librarians. The proposed rules are a result of COLAND's recommendations.

Subchapter I of ch. PI 6 pertains to public librarian certification and specifies certification requirements for administrators who serve in municipal, joint, and county public libraries with certain populations.

Effective January 1, 1995, the proposed rules change the license requirements for those persons seeking a Grade III certificate, eliminate the Grade IV certificate, and change the level of certification required for some communities based on the population of the community.

Some administrators may no longer hold an appropriate grade level license due to the promulgation of these rules. Therefore, an administrator who holds a regular or provisional certificate and who applies to the division, shall receive an upgraded regular or provisional certificate at the new grade level if he or she was employed by a public library as of December 31, 1994.

The proposed rules allow persons holding a provisional Grade II certificate to renew that provisional license for a third year to complete the coursework needed to receive a regular license. Currently, these provisional licenses may only be renewed for a total of 2 years.

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**SECTION 1.** PI 6.03 (1) (e) is created to read:

PI 6.03 (1) (e) "Population" means the population reported by the U.S. department of commerce, bureau of the census in the last federal decennial census.

**SECTION 2.** PI 6.03 (3) (a) to (d), (4), (5) (intro.), (b) and (d), and

(6) (b) are amended to read:

(3) (a) Grade I. Administrators 1. Prior to January 1, 1995,  
administrators of municipal, joint and county public libraries with a  
municipal, joint municipal or county population of 8,000 or more and  
administrators of public library systems shall hold grade I certificates.

2. Effective January 1, 1995, administrators of municipal, joint and  
county public libraries with a municipal, joint municipal or county population  
of 6,000 or more and administrators of public library systems shall hold grade  
I certificates.

3. Grade I certificates under this paragraph shall be granted to  
applicants holding both a bachelor's degree from a college or university  
approved by an accrediting association of more than statewide standing and a  
fifth year degree from a library school program accredited by the American  
library association. Am

4. Grade I certificates under this paragraph may be granted to an  
applicant holding a fifth year degree from an unaccredited library school  
program ~~may be granted a grade I certificate~~ if the division is satisfied that  
the program leading to that degree is substantially equivalent and the  
applicant's professional experience is demonstrative of the ability to provide  
professional library services.

(b) Grade II. Administrators 1. Prior to January 1, 1995,  
administrators of municipal, joint and county public libraries with a  
municipal, joint municipal or county population of between 4,000 and 7,999  
persons shall hold at least grade II certificates.

2. Effective January 1, 1995 administrators of municipal, joint and county  
public libraries with a municipal, joint municipal or county population of  
between 3,000 and 5,999 persons shall hold at least grade II certification.

3. Grade II certificates under this paragraph shall be granted to  
applicants holding a bachelor's degree from a college or university approved  
by an accrediting association of more than statewide standing, including or

supplemented by ~~successfully completed courses in public~~ receiving 3 semester credits of coursework or the equivalent, approved by the division, in each of the following areas:

- a. Public library administration.
- b. The selection of all types of library materials.
- c. The organization of library materials and.
- d. The provision of reference and information services.

(c) Grade III. 1. Administrators Prior to January 1, 1995, administrators of municipal, joint and county public libraries with a municipal, joint municipal or county population between 2,000 and 3,999 persons shall hold at least grade III certificates. Grade III certificates under this subdivision shall be granted to applicants having successfully completed 2 years of study in a college or technical institution with courses in liberal arts and science or equivalent and the successful completion of a basic library management course for public librarians approved by the division.

2. Effective January 1, 1995, administrators of municipal, joint and county public libraries with a municipal, joint municipal or county public library population under 3,000 persons shall hold at least grade III certificates. Grade III certificates under this subdivision shall be granted to applicants having successfully completed 54 semester hours, half of which shall be in the liberal arts and sciences, at a college or university approved by an accrediting association of more than statewide standing, including or supplemented by the successful completion of a basic library management course for public librarians approved by the division.

(d) Grade IV. Effective January 1, 1982, administrators of municipal, joint and county public libraries with a municipal, joint municipal or county population under 2,000 persons shall hold at least grade IV certificates. Grade IV certificates shall be granted to applicants who hold a high school diploma or equivalent and have successfully completed a basic library

management course for public librarians approved by the division. Effective January 1, 1995, grade IV certificates will no longer be issued, renewed or valid.

(4) All certificates under sub. (3) shall be granted for 5-year periods. Certificates, except grade IV certificates, granted prior to January 1, 1995, under previous certification rules shall continue to be valid as long as the certificate holder continues to renew the certificate as required under sub.

(5). Permanent certificates issued under certification rules in effect prior to May 1, 1979, shall continue to be valid.

(5) Certificates Except as specified under sub. (3) (d), certificates under sub. (3) may be renewed upon evidence which satisfies the division that the holder has participated in continuing education in librarianship which is either directly related to the position held or will permit advancement in the profession as follows:

(b) 1. Individuals Except as specified under subd. 2, individuals certified at grade ~~levels~~ level III and IV shall accumulate 10 continuing education points in the 5 year period prior to recertification.

2. Except for individuals receiving an upgraded certificate under sub. (7), individuals certified at grade level III after January 1, 1995, shall, prior to initial recertification, complete 3 semester credits of coursework or the equivalent, approved by the division, in each of the following areas:

a. The selection of all types of library materials.

b. The organization of library materials.

c. The provision of reference and information services.

3. After individuals under subd. 2 have received initial recertification, all individuals shall meet the requirements for recertification as specified under subd. 1.

(d) Individuals provisionally certified at grade ~~levels~~ level III and IV under sub. (6) shall accumulate at least 2 continuing education points annually.

(6) (b) An applicant who was employed as the administrator for a public library in which he or she was originally certified at the correct grade level but is no longer properly certified due to the population growth of the jurisdiction in which the public library he or she is employed at is located. This certificate may be renewed on an annual basis provided the applicant continues to work at the same library and complies with sub. (5).

**SECTION 3.** PI 6.03 (6) (a) is repealed and recreated to read:

PI 6.03 (6) (a) An applicant who has been employed as an administrator of a public library within the 6 months prior to applying for certification. The applicant under this paragraph shall provide the division a written schedule for completing the necessary requirements for certification. If the division approves the proposed schedule, the certificate may be renewed for an additional period of one year, if necessary, to complete the requirements. Applicants for grade II certification holding a bachelor's degree may have their provisional certificate renewed for an additional period of one year, for a total of 3 years, provided the applicant has completed at least 2 of the 4 courses under sub. (3) (b) 3.

**SECTION 4.** PI 6.03 (7) is created to read:

PI 6.03 (7) If due to the adoption of the requirements under (3), effective (REVISOR INSERT DATE), an administrator in a public library no longer holds the requisite grade level of certification for the position held, he or she shall be issued upon application to the division an upgraded certificate at the new grade level if the administrator was employed by a public library as of December 31, 1994. An application for an upgraded certificate under this subsection shall be submitted to the division no later than April 1, 1995. An upgraded certificate issued under this subsection shall be the same type and shall be effective for the same term as the certificate being replaced.

The rules contained in this order shall take effect on the first day of the month commencing after the date of publication in the Wisconsin Administrative Register, as provided in s. 227.22 (2) (intro.), Stats.

Dated this 1<sup>st</sup> day of December, 1993

  
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John T. Benson  
State Superintendent

