



## **Walsh University Museum Studies**

### **Portfolio Requirements**

#### **Introduction**

The goal of the Museum Studies program at Walsh University is to train students to become museum professionals. While your studies at Walsh mark the beginning rather than the end of this process, you will have already developed valuable professional skills and knowledge.

In order to better serve you as a Museum Studies student, the faculty of the Division of Humanities have agreed that developing a professional portfolio will well serve your professional development. Professionally, you can use this portfolio to highlight your professional knowledge and skills to potential employers and graduate schools. Moreover, you will receive feedback from the faculty on areas of strengths and areas on which you may work to improve. Finally, it will provide valuable assessment data to the faculty so that the program may respond to your educational needs in a timely and appropriate manner.

#### **Procedure**

The University is currently exploring “e-Portfolio” options so that portfolio data can be posted electronically. Until this system is in place, you will need to provide a 3-ring binder and divider tabs to maintain your portfolio.

Portfolios will be due at the conclusion of two separate courses. Students must submit a portfolio for review to the instructor of record for MS 301 (Museum Studies Internship I) at the end of the semester in which that course is completed. The course instructor will provide immediate feedback on this portfolio, with suggestions for improvement for the senior year submission. This portfolio will not be graded, but failure to provide a complete portfolio will result in failure for the course.

In the final year, students will submit a portfolio to the Chair, Division of Humanities at the conclusion of MS 402 (Senior Capstone). Again, this portfolio will not be graded, but failure to submit will result in a failure for the course.

The portfolio contents can include any work from any year, completed by the student over the course of your education at Walsh University, or you may create a new artifact (in some cases,

this will be necessary). It can be a paper from a course, a project from an internship, photographs of an exhibition design, grant application completed, etc. etc. You should choose the best work you have done to date in each category.

### Portfolio Requirements

Section I) Professional Resume

Section II) Short professional statement (2-4 paragraphs) which answers the following question: "How do you hope to serve as a leader in service to museums?"

Seniors should submit both the junior year essay and a revised essay for the senior year.

Section III) Artifact: Student illustrates an understanding of the civic mission of museums.

Section IV) Artifact: Student illustrates and understanding of contemporary issues facing museums.

Section V) Ability to Adhere to Professional standards: Internship supervisor's FINAL evaluations: MS 201/301/302

Section VI) Artifact: Student illustrates the ability to perform professionally (exhibition photos, grant proposal, press release, etc.)

Section VII) Artifact: Research Paper on museological issue (capstone)

Section VIII) Artifact: Student demonstrates knowledge of collections care/management

Section IX) Artifact: Evidence illustrating understanding of an issue related to museum ethics