

VALDOSTA STATE UNIVERSITY
MASTER OF LIBRARY & INFORMATION SCIENCE
MLIS 7130 Humanities Information Sources
Syllabus—Spring 2014
Three Credit Hours

Instructor:

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Catalog Description

Prerequisites: MLIS 7100 or consent of the instructor. Examination of processes and resources used to provide reference services in the humanities disciplines. The fields of art, communications, literature, history, languages, linguistics, music, philosophy, religion, and the theater will be considered.

MLIS Program Objectives (PO)

Graduates of the VSU MLIS Program will:

- PO 1. Perform administrative, service, and technical functions of professional practice in libraries and information centers.
- PO 2. Use existing and emerging technologies to meet needs in libraries and information centers.
- PO 3. Integrate relevant research to enhance work in libraries and information centers.
- PO 4. Demonstrate professionalism in their work in libraries and information centers.

MLIS 7130 is designed primarily to fulfill PO 1, however, use of technologies, particularly an application of your ability to locate materials through online web searches and in electronic bibliographies is an integral part of this course (PO 2). You will also be expected to relate research on the information-seeking behaviors of humanists to your assignments (PO 3), and your projects must be formatted in a professional manner (PO 4).

Those of you who were accepted into the VSU MLIS Program in Fall 2013 are required to complete a course that contains a Collection Development Project. The Selector's Guide in this course fulfills that requirement. If you plan to count your Selector's Guide to complete that requirement, please inform Dr. Ondrusek of that at the start of the semester. You will need a subscription to LiveText and must submit the final copy of the Selector's Guide to your LiveText account. Other guided electives that include the required Collection Development Project are: MLIS 7400, MLIS 7440, MLIS 7150, and students in the Youth Services Track or Dual Program may count MLIS 7420. If you submitted a copy of the CDP to LiveText for a previous course, you need *not* submit your Selector's Guide from this course.

Student Learning Outcomes (SLO)

Students will:

- SLO 1. Utilize a variety of print and electronic resources in the humanities.
- SLO 2. Assess research needs in the humanities and describe how information professionals may meet those needs.
- SLO.3. Utilize a working knowledge of the literature in each of the selected disciplines of the humanities.
- SLO 4. Identify appropriate resources for humanities collection development.

Textbook

Perrault, Anna H. and Elizabeth S. Aversa. *Information Resources in the Humanities and the Fine Arts, 6th ed.* Libraries Unlimited, 2013. ISBN: 978-1-59884-832-8

Instructor Availability & Support

Check with your instructor for her/his policy on how frequently e-mail and telephone messages will be returned. By institutional policy, instructors communicate with students online through VSU accounts (BlazeVIEW and VSU e-mail). Non-degree students receive VSU accounts as well.

All discussion posts and assignment submissions for this online course must be sent via BlazeVIEW. Your VSU email username serves as your BlazeVIEW ID. The BlazeVIEW password requires at least one capital letter in it. See the section on ‘Technical Requirements’ on this syllabus for contact information in the case you need technical help.

Attendance

This is a Web-delivered course, with no required face-to-face meetings and no required synchronous online times. However, you are expected to either attend Live Classroom sessions scheduled by the instructor or view the archives. A follow-up discussion post may be required for students who view the archives.

Assignments in Brief

The following list is a brief overview of the activities included in this course in order of their assignment. Look for complete instructions and grading criteria for each assignment on the BlazeVIEW course site.

Introduce Yourself Discussion Board

Required, not graded.

Respond to the Survey questions in the “Introduce Yourself” Discussion.

Discussion 1 Exercise

15 points

Assemble an annotated, illustrated list of primary sources that a historian would use 100 years from now to recreate something about your life. Post your personal primary source “snapshot” list to Discussion 1 as an attachment. You may use Word or PowerPoint to create it. View each other’s snapshots.

Discussion Board 2**(SLO 2)****20 points**

>Part 1: From the readings, identify at least 10 aspects of humanities research that librarians need to consider when responding to humanities scholars or students, and/or when developing a humanities collection. Include material for the assigned chapters in the textbook and two (2) additional articles from the reading list provided. Post your essay to Discussion 2 as an attachment.

>Part 2: Read and respond to at least two essays submitted by your classmates. Respond using the “Reply” tool.

Material Examination Exercises**(SLO 3)****25 points**

Use the “Resources List” posted in Weeks 6-10 folders (5 Exercises in all) to conduct examinations of the resources on those lists. Complete the Follow-Up Exercise that accompanies each examination. Submit to the Dropbox.

Selector’s Guide**(SLO 1, SLO 4) 15 points**

Create a Selector’s Guide on a humanities sub-topic of your choice. A draft of your Selector’s Guide will be due about mid-way between Week 11 and the end of Week 13. Submit to the Dropbox. Submit to the Dropbox.

Self Development Project**(SLO 1)****15 points**

Complete a project related to your Selector’s Guide – must be approved by your professor.

Graded Course Requirements

As a student in this class, you are expected to: (1) do all reading assignments and participate in the electronic discussions thereof; (2) examine the reference materials assigned and complete the accompanying exercises; (3) submit all projects on time and according to the format designated by the instructor; and (4) schedule time for in-person visits to a library in order to fulfill the print reference examinations.

Discussion Board 1	10%
Discussion Board 2	
Part 1	15%
Part 2	5%
Material (Print/Online) Examination Exercises	25%
Selector’s Guide	30%
Self Development Project	15%

100 – 90 points = A 89 – 80 points = B 79 – 70 points = C 69-60 points=D Below 60 points=F

No grade below a C will be credited toward a VSU graduate degree.

To be eligible for an A in this course requires completing every assignment.

An overall grade of zero can be assigned to an entire paper or project if the instructor determines that its contents, or parts of its contents, were completed by a second party or copied into a paper or project from a source without proper citing. Noncompliance with rules on appropriate use of resources will result in zero credit for those parts of the assignment affected. If you are unsure about the parameters of an assignment, ask for clarification.

Your final grade will be one of these letter grades:

Exceptionally exceeds minimum standards	A
Exceeds minimum standards	B
Meets minimum standards	C
Barely meets minimum standards	D
Fails to meet minimum standards	F

Technical Requirements

All class materials will be placed on a password-protected Web site using the BlazeVIEW course management program. Login using your old BlazeVIEW ID and the new Single Sign-On (SSO) password.

To meet all class requirements, you should be prepared to: (1) open and save or print all documents that are required background reading - this requires the Adobe Acrobat Reader on your computer; (2) view all PowerPoints placed on the course BlazeVIEW site – these are saved to **Powerpoint 97-2003** and will open in all higher versions; (3) participate in Live Classroom sessions – login links and instructions will be available through your BlazeVIEW course homepage; (4) check discussion groups as needed; and (5) keep electronic backup copies of each assignment and project you submit.

Unless otherwise stated, assignments must be submitted using a word processing program compatible with Microsoft (MS) Word. BlazeVIEW accepts attached documents in **MS Word 97-2003 or higher**. If you are using WordPerfect or sharing documents with classmates who have a different version of Word, save your documents in Rich Text Format (rtf). The instructor returns documents that cannot be opened on VSU equipment. Documents that cannot be opened on VSU equipment will be returned to you for re-formatting.

Late or Missing Submissions and Grace Periods

Most graded assignments are due Monday, 11:59 pm. You have a one-day grace period to submit assignments for full credit. Assignments received after Tuesday, 11:59 pm, lose points. Completely skipping an assignment is not acceptable in graduate school. To be eligible to receive an A in this course requires completing every assignment and submitting within the specified deadlines. Opportunities for revising an assignment are granted at the discretion of the instructor. Requests for extra credit to make up for missed assignments or low grades are not an option.

A grade of Incomplete is not an option unless a non-academic situation interferes with completion of assignments after the option to withdraw without academic penalty passed (March 6). A petition for an Incomplete must be submitted with documentation to the professor at the time an assignment is missed. Withdrawal from a course after March 6 requires a petition to the VSU Dean of Student Affairs.

Academic Honesty

Valdosta State University expects that graduate students will pursue their academic endeavors and conduct themselves in a professional and ethical manner. All work that a student presents to satisfy course requirements should represent his or her own efforts, including appropriate use and acknowledgement of external sources.

The *Guide to Ethical Conduct* is a booklet created for VSU MLIS students (http://www.valdosta.edu/mlis/student_resources/documents/GuidetoEthicalConductWebversion.pdf). It contains guidelines on appropriate conduct and outlines the ethical principles that instruct the profession of library and information science. Specific regulations related to student conduct and behavior are contained in the *Student Handbook*, *Student Code of Ethics*. Please acquaint yourself with the full policy at <http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml>.

It is **your responsibility** to make sure you understand how to avoid breeches of academic integrity. The instructor posts rules for citing, quoting, and appropriate use of resources for assignments that require written compositions, reviews, or commentary.

Asking librarians or staff in a library to provide answers or to conduct research to fulfill any part of a graded course requirement is an infraction of academic integrity. The same policy applies to contacting any free or commercial reference service for assistance with a graded assignment.

Distance Learning Support

The university's Information Technology department provides step-by-step guides on how to use VSU's email and other sources. The IT Help Desk is at <http://www.valdosta.edu/helpdesk/guides/> and their phone hotline is 229-245-4357. BlazeVIEW is powered by the Desire2Learn (D2L) course learning system. D2L provides 24/7 support 365 days a year. To contact D2L, go to <https://D2LHelp.view.usg.edu> or call the hotline at 855-772-0423.

To ask questions about **availability or location of VSU online resources**, use the VSU Library's Live Chat or E-mail at: <http://www.valdosta.edu/library/ask.php>. You may also phone the VSU Library's reference service at (229) 333-7149.

Special Needs Statement

Valdosta State University is an equal opportunity educational institution. It is not the intent of our institution to discriminate against any applicant for admission or any student or employee of the institution based on the sex, race, religion, color, national origin, or the handicap of the individual. It is the intent of the institution to comply with Title VI of the Civil Rights Act of 1964 and subsequent executive orders as well as the Title IX section 504 of the Rehabilitation Act of 1973. Students requiring classroom accommodations or modifications because of a documented disability should discuss this need with the professor at the beginning of the semester. Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in Farber Hall. The phone numbers are 229- 245-2498 (V); 229-375-5871 (VP); and 229-219-1348 (TTY).

Student Agreements

Enrollment in this class signifies that you agree to abide by and adhere to the policies and regulations specified above. It is understood that the instructor may adapt or change this syllabus and the assignments contained within it if extraordinary circumstances arise during the course of the semester.

By taking this course, you agree that all required course work may be subject to submission for textual similarity review to TurnItIn, a tool within BlazeVIEW. For more information on the use of TurnItIn at VSU, go to <http://ww2.valdosta.edu/academic/turnitin.shtml>.

Assignment Calendar

You will find a week-by-week assignment calendar that highlights readings and activities and lists due dates for all assignments in the BlazeVIEW website.

Important Dates

Monday, Jan. 13: First day of classes. BlazeVIEW sites open for distance learning students.

Friday, Jan. 17: Drop-Add period ends.

Monday, Jan. 20: Martin Luther King Day. All VSU services closed, including the Odum Library.

Tuesday, Jan. 21: Submit a post with responses to the Survey to the “Introduce Yourself” Discussion.

Monday, Jan. 27: Post your personal primary source “snapshot” list to Discussion 1 as an attachment.

Monday, Feb. 10: Submit your essay on how humanists conduct research to Discussion 2.

Monday, Feb. 17: Submit a reaction post to your classmate’s essays to Discussion 2.

Week 5 –TBA. Live Classroom on assignments, tutorials, selecting your topic, and using your textbook.

Monday, Feb. 24: Submit Exercise 1 (Worksheet only) to the Exercise 1 Dropbox.

Monday, Mar. 3: Submit Exercise 2 to the Exercise 2 Dropbox.

Thursday, March 6: Midterm. **Last day to withdraw from a class without academic penalty.**

Monday, Mar. 10: Submit Exercise 3 to the Exercise 3 Dropbox.

March 17-21: Spring Break. **VSU Offices and Odum Library are open.**

Monday, Mar. 24: Submit Exercise 4 to the Exercise 4 Dropbox.

Monday, Mar. 31: Submit Exercise 5 to the Exercise 5 Dropbox.

Monday, Apr. 14: Submit your Selector’s Guide to the Selector’s Guide Dropbox.

Monday, May 5: Submit your Self Development Project to the Self Development Project Dropbox.

If you are counting your Selector’s Guide as fulfillment of the MLIS Collection Development Assessment, a budget for your selections will be due the last day of Finals week, May 9.

* There is a one-day grace period on all assignments. Monday assignments posted by Tuesday 11:59 PM will be accepted without penalty. Tuesday assignments posted by Wednesday 11:59 pm will be accepted without penalty.