

VALDOSTA STATE UNIVERSITY
MASTER OF LIBRARY & INFORMATION SCIENCE
MLIS 7440 Electronic Resources in Libraries
Syllabus—Summer 2007
Three Credit Hours

Instructor:

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Catalog Description

Prerequisite: MLIS 7300 or MLIS 7400 or consent of the instructor. Policies and procedures for managing electronic information resources as a part of a library collection. Selection, budgeting, acquisitions, cataloging, assessment, copyright, licensing, and preservation are considered.

Course Outcomes

At the conclusion of the course, the students will be able to:

- Discuss policy alternatives and application procedures for selecting, acquiring, cataloging, and assessing library materials in electronic formats.
- Design workable budget scenarios for library collections that include electronic formats.
- Contribute to decision-making and negotiation of licensing agreements for electronic resources.
- Identify and implement appropriate preservation methods for electronic resources.

Textbooks

Gregory, Vicki L. Ed. *Selecting and Managing Electronic Resources*. Revised ed.
Neal Schuman, 2006. ISBN: 1555705480 (paperback)

A copy of the textbook (listed above) is on Reserve for this semester in the Odum Library on the Valdosta State University campus. By mutual agreement between the MLIS Program and the Interlibrary Loan (ILL) office in the Odum Library, required textbooks for courses offered this semester will not be available for interlibrary loan. ILL staff in the Odum Library are **not** responsible for obtaining books that are required texts for any VSU student during any given semester.

Caveat Emptor: The first edition of the Gregory book published in 2000 differs significantly from this revised edition published in 2006.

Instructor Availability & Support

Dr. Ondrusek checks her e-mail and telephone messages at least once daily throughout normal business hours (M-F, 9-5). By institutional policy, instructors are asked to communicate with students online through VSU accounts (WebCT/Vista and BlazeNet e-mail). If you are registered for the course as a Continuing Education student, a BlazeNet account will be assigned to you for this semester. Your BlazeNet login and password serve as your WebCT/Vista login and password. The BlazeNet login page is at <http://luminis.valdosta.edu/cp/home/loginf>.

All discussion posts and assignment submissions for this online course must be sent via WebCT/Vista. In the case that we encounter technical problems with the WebCT software, group e-mail assignments will be routed through BlazeNet. Opening and finding the MLIS 7999 Information Literacy BlazeNet account is, therefore, required. For instructions on using a student BlazeNet account, go to: http://www.valdosta.edu/blazenet/email-trans/help_stu.html.

Attendance

This is a Web-delivered course, with no required face-to-face meetings. Three “meetings” will require synchronous online sessions using Live Classroom, see the section below on “Technical Requirements”). All Live Classroom sessions will be archived (recorded) and will remain available on the WebCT course page for the duration of the course.

Activities Descriptions

Discussion Board Posts

You will be divided into small groups in order to share information and compare your abstract to those of others for the three abstracts you will submit. Your abstracts will be graded; discussion responses are encouraged, but will not be graded. There will be a separate “running” discussion boards for each group to post reactions to guest speakers (who will “talk” with us via Live Classroom or through a Discussion board). Another, also separate, set of “running” discussion boards divided by group will be available for exchanging information and ideas pertaining to preparing your individual E-Resource Selection Profiles. These posts will be graded.

Informative Abstract Assignments

For three topics, you will read and abstract one journal article each. Citations for the articles from which you may choose will be included in the WebCT site under the week that its topic is covered. All the articles are available in full-text either free on the Web or from online VSU subscriptions. Dates of assignment and due dates will be included in the WebCT instructions. You will also find assignment and due dates for these abstracts listed in the **Assignment Calendar** (below). Instructions on how to write an informative abstract and how to format it for submission are located in the WebCT course site in the **Starting Gate** file.

E-Resource Selection Profile

In this exercise, you and your group partners will play the roles of a material selection team. Imagine that you must review an assortment of e-resources either for initial purchase or for continuation in a library collection. Each one of you has been asked to investigate one product currently available to libraries as an electronic resource. A list of products will be provided from these categories: E-book series, Online encyclopedias, Individual journal titles, Full-text journal “packages,” and Online specialized subject indexes. You will use a worksheet (to be provided) to answer questions about your selected e-resource’s features, availability, cost, usability, etc.

Assignment Calendar

- Wed. June 6 Starting Gate Activities (submit throughout 6/6 to 6/12)
Meet the Class posts - Find your group – Name your group
Read and save instructions on Abstract construction and Abstract submission
Read and save evaluation criteria for Abstracts and Discussion Boards
- Mon. June 11 Collection Development and E-Resource Selection
(Reading for your abstract listed in WebCT)
Abstract #1 due: Tuesday, June 19th -- post comments thereafter.
- Mon.-Fri. Live Classroom sessions with Dr. Ondrusek will be scheduled

Topic lists for your E-Resource Selection Profiles will be posted for your consideration and the worksheet to be used for this project will be available.
- Mon. June 18 Acquisitions and Budgeting
(Readings on this topic listed in WebCT – NO Abstract required)
- Day of week *Speaker: Jack Fisher, Head of Acquisitions at Odum Library
TBA (Live Classroom, Time: Evening session)
Running Speaker discussion posts open.
Begin submitting your reactions, questions, and comments related to
Mr. Fishers's presentation any time after this date.
- Mon. June 25 Organization and Access Part 1: E-Journals
(Materials on this topic listed in WebCT)
Submit your topic choice for your E-Resource Selection Profile.
- Mon. July 2 Organization and Access Part 2: E-Books
(Readings and materials on this topic listed in WebCT)
Select a reading from either the E-Journals or the E-Books lists for your abstract.
Abstract #2 due: Tuesday, July 10th -- post comments thereafter.
- Mon. July 9 Evaluation and Assessment Techniques (E-Metrics)
(Readings for your abstract listed in WebCT)
Abstract #3 due: Tuesday, July 17th -- post comments thereafter.
- Day of week *Speaker: Ann Snoeyenbos
TBA (Live Classroom, Time: Evening session)
Running Speaker discussion posts invited
Submit reactions, questions, and comments related to this presentation.
- Mon. July 16 Copyright and Licensing
(Readings on this topic listed in WebCT – NO Abstract required)
- Day of week Speaker: Lee Ann Cline, Library Associate, Dalton State College
TBA Ms. Cline prefers to be contacted by e-mail rather than do a
Live Classroom session. Look for instructions on how to submit
questions to her on the WebCT course site.

Mon. July 23 Preservation
(Notes on this topic listed in WebCT – NO Readings/NO Abstract)

Thurs. July 26 ALL Discussion boards close at 9am

Fri. July 27 All E-Resource Selection Profile worksheets due by 8pm

* All Live Classroom sessions will be archived (recorded) and will remain available on the WebCT course page for those of you who can not attend the Live sessions.

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) select and review an electronic resource from among the titles provided for that exercise; and (3) submit all projects on time and according to the format designated by the instructor.

“Starting Gate” posts (participation required but not graded)	
Informative Abstract Assignments (3 abstracts, 20% each)	60%
Follow-up posts to articles abstracted (participation encouraged but not graded)	
Discussion Posts (2 running group discussions, 10% each, graded)	20%
E-Resource Selection Profile (Worksheet exercise)	20%

Grading

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

On individual course requirements, the instructor may assign plus and minus grades using this numerical scale:

A = 4.0 A minus = 3.7 B plus = 3.5 B = 3.0 B minus = 2.7 C plus = 2.5 C = 2.0

Technical Requirements

All class materials will be placed on a password-protected Web site using the Vista/WebCT course management program. If you are a new Vista user, go to the Vista help pages at <http://www.valdosta.edu/vista/>. On the right margin are “Self Help” links. View the “Getting Started” tutorial first. Then return to the Vista page and login using your BlazeNet email ID and password.

To meet all class requirements, you should also be prepared to: (1) check the Vista/WebCT course homepage several times a week, sometimes daily, if a course discussion is in progress; (2) locate additional course readings using the GALILEO databases and download or print these out (this requires the Adobe Acrobat Reader on your computer); and (3) keep electronic backup copies of each assignment and project you submit.

All assignments must be submitted using a program compatible with VSU supported products. MS Word 2003 is the preferred document format. WordPerfect 12 allows you to save your documents as Word documents. If you are using a lower version of WordPerfect or the Microsoft Office 2007 version of Word, save your documents in Rich Text Format (rtf). Pasting your text into an e-mail is not an acceptable solution and will not be accepted by Dr. Ondrusek.

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 hot line is 229-245-4357.

Distance Learning Support

A VSU reference librarian, Ms. Shiloh Smith, is responsible for coordinating library services for off-campus VSU students. She may be reached by email at shismith@valdosta.edu or by phone at 229-245-3717. An online guide for distance education students is on the Odum Library Web site at <http://books.valdosta.edu/dist/dmain.html>. A brochure for off-campus students provides valuable links to the reference desk and to the library's rather new reference chat service.

Academic Dishonesty

"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."

Specific regulations related to student conduct and behavior are contained in the *Student Handbook, Student Code of Ethics*. Please acquaint yourself with the full [VSU policy on academic dishonesty](http://www.valdosta.edu/academic/Academic_Dishonesty.html) at http://www.valdosta.edu/academic/Academic_Dishonesty.html.

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 not registered with the Special Services Program should contact Special Services in Nevins Hall, Room 2164, 229-245-2498 (tx).

Student Agreement

Enrollment in this class signifies that the student has agreed 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 according to circumstances that may arise during the course of the semester.