

Valdosta State University  
Master of Library and Information Science Program  
Fall 2011

**Syllabus: MLIS 7000 Foundations of Library and Information Science**

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**Catalog Description:** This course offers an introduction to the field of library and information science, its history, and future directions. Students will become familiar with information theory, the disciplines and sub-disciplines that make up library and information science, and the ethical practices and standards that inform the field.

**Draft MLIS Program Objectives (PO)**

(Submitted to Graduate Executive Committee Fall 2011)

Graduates of the 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 system, user, and other needs in libraries and information centers.
- PO 3. Integrate relevant research to enhance their work in libraries and information centers.
- PO 4. Demonstrate professionalism in their work in libraries and information centers.

**Course Learning Outcomes**

Students will:

- Discuss major topics, concepts, history, and issues of library and information science (LIS) (PO1, PO4)
- Explore the functions, service perspective, and ethics of the LIS profession (PO1, PO4)
- Explain the role of technology in LIS practice (PO 2)
- Describe the similarities and differences among types of libraries and information centers (PO3, PO4)
- Use LIS vocabulary appropriately (PO 4)
- Analyze trends in LIS job announcements (PO 1)
- Examine LIS literature (PO 3)
- Discuss the role of library and information services in a diverse global society (PO1, PO 4)
- Employ oral and written communication skills (PO 4)

**Course format**

Students will meet face to face on Friday August 12 and Saturday August 13, 2011. All other course meetings and activities will be conducted through BlazeView, Valdosta State University's electronic course management system.

## Required course texts and resources

Rubin R. (2010). *Foundations of Library and Information Science, 3rd ed.* NY: Neal-Schuman Publishers, Inc.

*Publication Manual of the American Psychological Association* [APA Style Manual], 6<sup>th</sup> ed. (2009). If you have the first printing of the 6<sup>th</sup> edition, be sure to get the corrections from the APA website.

- Basics of APA style are available at the Purdue University Online Writing Lab [OWL] website: <http://owl.english.purdue.edu/> and at <http://www.apastyle.org> but students will be held to the standards given in the actual APA Style Manual.

Weekly readings from the LIS professional and academic literature as indicated in the detailed reading list. Articles will be available via GALILEO Scholar, the Odum Library's e-journals collection or on Odum Library e-reserve, or links will be provided in the course website.

Subscribe to American Libraries Direct listserv:

**American Libraries Direct (AL Direct):** An electronic newsletter sent by e-mail every Wednesday *freely available to everyone by request*; *AL Direct* calls attention to new items on the ALA website (including *American Libraries* news stories, press releases and other news from ALA divisions and offices, and a calendar of events), as well as practical, informative, and entertaining library-related news and tidbits found elsewhere online. Sign up for *AL Direct*: <http://www.ala.org/ala/online/aldirect/aldirect.cfm>

**ASSIGNMENTS:** brief descriptions, full details are available in the Assignments section of the course website.

Discussion board participation – weekly topics = 20 points

Library Tour Report = 10 points

- Interview a working librarian and tour the library where the librarian works, then document your interview and tour in a short essay.

LIS Journals Analysis = 15 points

- Analyze recent print or digital issues of three LIS journals using the questions given in the assignment.

Job Ad Analysis = 10 points

- For the period of one month, monitor two of the sources of LIS job announcements and analyze your findings.

Ethics and Standards Group Project =15 points

- Work in groups to explore the ethics of one particular professional group within the LIS professions. Write and submit a group paper.

Literature Review = 25 points total (part 1 = 5 points, part 2 = 20 points)

- Investigate some aspect of libraries, information studies, or the information professions of personal interest and prepare a 2500 – 3000 word literature review in which you present current thinking as documented in the published literature on your topic.

Portfolio Preparation = 5 points

- Create a professional portfolio that you will build throughout your time at VSU and submit as a requirement of MLIS 7800 at the end of your studies

## Course Grades

Students can earn a maximum of 100 points in this course as indicated above. Course grades will be awarded as follows:

- A: 90 – 100 points
- B: 80 – 89 points
- C: 70 – 79 points
- D: 60 – 69 points
- F: fewer than 60 points.

## COURSE POLICIES

**General Assumptions:** Excluding the face to face weekend content, the course is designed for the online learning environment and all course activities will take place inside the course website in BlazeView or on your own in the environment indicated in the assignment descriptions.

Distance learning support is available from VSU. Please see:

<http://www.valdosta.edu/vista/students.shtml>

All required readings are summarized on the course calendar and listed in full on the reading list and in the weekly folders. All readings other than the textbook chapters are accessible through GALILEO or Valdosta State University's Odum Library online journal access or through public access websites or through Odum Library course e-reserves or will be provided inside the course website in pdf format.

Students are expected to be able to obtain materials from GALILEO and the Odum Library's electronic collections and resources or their equivalents as part of their successful participation in this course. An online services guide for distance education students is on the Odum Library web site at <http://www.valdosta.edu/library/services/distanceducation.shtml> Students should feel free to ask a local librarian for help learning to navigate GALILEO.

**Attendance:** Attendance is required at the face to face meeting. Other than during the face to face meeting, course content is delivered asynchronously according to the course calendar. It is the student's responsibility to follow the course calendar and participate via BlazeView as indicated at the appropriate times. It is in the student's best interest to log into the BlazeView course delivery system daily to check for announcements and e-mail messages related to the course.

**Communication:** The course Faculty Office discussion board will be available for the duration of the semester. Please post course-related questions that may be relevant to your classmates on the discussion board. Please read the Faculty Office discussion board regularly. If you have a personal question please send it to the instructor via BlazeView course e-mail. If you would like to speak with the instructor by telephone please ask for an appointment via e-mail so a mutually appropriate time can be determined. If you are in Valdosta and would like to meet face to face please send a message via e-mail to arrange a time. If I am on campus and the instructor's office door is open please feel free to come in.

**Submitting written assignments:** All written work must be submitted as attachments to the assignment modules in the BlazeView course website using Word or rtf formats. If you use any word processing program other than Microsoft Word, please save your document in Rich Text Format (rtf). **All written work file names should begin with your last name and first initial and include the assignment name as the file name, for example: MostL\_tour.docx**

The university's Information Technology department provides step-by-step guides on how to use VSU's e-mail system and other resources. The IT Help Desk is at <http://www.valdosta.edu/helpdesk/guides/> Their telephone hotline is 229-245-4357.

**Late work:** All course work is due inside BlazeView on the date and time indicated on the course calendar. Any exceptions without penalties must be negotiated in advance. Technological crises are not an acceptable excuse for submitting work late unless BlazeView is down.

A grace period of 24 hours is offered without penalty. After 24 hours 20% of the possible grade will be deducted from the student's score for every additional 24 hours or increment thereof that the work is late up until the day the BlazeView assignment submission window closes. If you need additional time to work on an assignment or if you have a scheduling conflict please contact your instructor BEFORE the assignment is due to discuss your situation. The instructor WILL NOT accept work after the assignment submission window closes without prior consent.

## University Policies

**Academic Honesty at Valdosta State University:** "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 behaviors are contained in the Student Handbook, Student Code of Conduct." See also: <http://www.valdosta.edu/academic/AcademicHonestyPoliciesandProcedures.shtml>

It is your responsibility to make sure you understand how to avoid breaches of academic integrity. If you are unsure about the parameters of an assignment, ask for clarification. If you need help with citations and research resources and techniques, the university provides extensive resources for students. For help please start at the Odum Library's "how to" page: <http://www.valdosta.edu/library/learn/howto.shtml>

By taking this course, you agree that all required course work may be subject to submission for textual similarity review to SafeAssign, a tool within BlazeVIEW. For more information on the use of SafeAssign at VSU see [SafeAssign for Students \(http://www.valdosta.edu/academic/SafeAssignforStudents.shtml\)](http://www.valdosta.edu/academic/SafeAssignforStudents.shtml).

**Accommodations statement:** From VSU's Access Office: Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in room 1115 Nevins Hall. The phone numbers are 229-245-2498 (V/VP) and 229-219-1348 (TTY).

If you have a documented disability please contact the Access Office. Once your request for accommodation is submitted please contact the instructor to discuss accommodations or modifications of course content and delivery.

**Student Conduct:** All interactions related to this class are to be conducted respectfully and professionally whether during face to face meetings, online interactions, small group work, e-mail or telephone communication according to the Student Code of Conduct as presented in the Valdosta State University Student Handbook, beginning on page 60: [http://www.valdosta.edu/studentaffairs/documents/Student\\_Handbook\\_2009-10v1.pdf](http://www.valdosta.edu/studentaffairs/documents/Student_Handbook_2009-10v1.pdf)

**Student Success Center:** <http://www.valdosta.edu/ssc/> provides free tutoring and support for distance learning students at <http://valdosta.askonline.net/>

**Student Agreement:** Enrollment in this class signifies that you have 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.