

INSC 552: Academic Libraries, Spring 2023

COURSE INFORMATION

INSC C552-001 DE Academic Libraries, Spring 2023

University of Tennessee, Knoxville

Class Meetings: Wednesday, 6:30pm to 9:10pm (ET) on ZOOM

ZOOM Course ID/Link: see Canvas course site

Faculty Contact Information

- Vikki Terrile
- vterrile@utk.edu
- Use Canvas Inbox to reach me
- Office Hours: Virtual via Zoom, by appointment (I'm in Eastern time zone)



SIS Office Information

- 450 Communications Bldg.
- 1345 Circle Park Drive
- Knoxville, TN 37996-0341
- SIS Office: 865.974.2148
- Fax (SIS): 865.974.4667

Welcome Statement

I'm excited to be facilitating our learning around academic libraries and librarianship. I am currently an academic librarian in a public community college in New York City and have also worked in a small, private college library (in addition to many years as a public librarian). There are many opportunities in academic libraries, along with a number of challenges and I look forward to exploring them with you this semester.

COURSE INFORMATION

Catalog Description

Mission, status, and history of academic libraries and academic librarianship in community colleges, colleges and universities; trends in higher education, information technology, and government's impact on public, technical, and administrative services.

Additional Information

This course will primarily focus on mid- and large-size libraries that serve academic institutions in the USA. We will refer to the historical development of higher education and academic libraries to provide a context for our discussion of the 21 st century academic library's theory and practice. The purpose of the course is to help you establish an informed

perspective and theoretical framework in preparation for any work assignment in an academic library. Students will develop a critical lens to both library practice and research.

Student Learning Outcomes

Students who complete this course will be capable of demonstrating awareness, knowledge, and/or understanding of:

- The history of higher education in the United States and the role academic libraries have played in shaping and reflecting that history
- The issues and factors that have had an impact on academic libraries, positive and negative
- Potential roles of the academic librarian, including materials collection, organization, dissemination, creation, preservation, and the provision of services to users
- Common organizational and management issues of academic librarianship and the position of the library within the larger academic institution
- Opportunities for academic librarians to become involved in professional and scholarly organizations and publishing
- The issues related to faculty status for academic librarians; and
- The roles of technology in the provision of academic library services

Course Design

This course is delivered synchronously via Zoom. Course content will incorporate lecture, activities, and discussion. You will complete small group and individual assignments.

Required Texts

There is no textbook to purchase for this course. Assigned readings are available through UTK's subscription databases/electronic journals or on our class Canvas space in PDF format. Please install a PDF reader on your computing device if you haven't already.

Recommended Texts

Publication manual of the American Psychological Association : the official guide to APA style. (Seventh edition.). (2020). American Psychological Association.

https://utk.primo.exlibrisgroup.com/permalink/01UTN_KNOXVILLE/bcmt7h/alma9925860859902311

COMMUNICATION

Email

I am required to communicate with you through your UTK email address. If you prefer to use another address, consult the [OIT Helpdesk](#) to obtain directions for forwarding your UTK mail to your preferred address if you don't wish to check both accounts.

Instructor Availability

I am available via email and Canvas Inbox and will respond within 48 hours.

COMPUTING REQUIREMENTS AND RESOURCES

Requirements

You must have adequate computing skills, including but not limited to use of word processing, Web browsers, e-mail, listservs, Canvas, and Zoom software. You must learn how to submit your assignments using Canvas. In addition, you must have software installed on your computer to download and open the (.pptx format) lecture notes from Canvas.

The [Office of Information Technology \(OIT\)](#) provides training classes in using varied technologies for students at no charge (advance registration is required).

You must obtain a UT email account and subscribe to the SIS student listserv to insure you're made aware of course-related information.

Technical Support

Please review the SIS Technology Introduction website for help getting started with the tools you'll need in the program: <https://sis.utk.edu/techintro/>

For assistance with technical and computing issues, contact the OIT HelpDesk by phone at (865) 974-9900, using the [Contact Form](#), or at the [Walk-in HelpDesk](#).

Course Resources

Links to [Getting Started with Zoom](#), [Online@UT \(Canvas\)](#), the [UT Library](#), the UT Library's [Information for Distance Education](#), and UT [Research Guides](#) and [Subject Librarians](#).

COURSE ATTENDANCE AND PARTICIPATION POLICIES

Learner Expectations

- Be prepared for classes
- Be open and curious
- Be respectful and inclusive of others
- Actively contribute to class learning activities
- Abide by the UT Honor Code

Instructor Expectations

- Be prepared for classes
- Be open and curious
- Evaluate all fairly and equitably
- Be respectful and inclusive of all students
- Create and facilitate meaningful learning activities
- Behave according to University codes of conduct

Attendance and Participation

It is assumed that each student will be present and speak in class -- the equivalent of a "B" grade for "participation." Missing more classes or failing to participate will lower your grade; frequent participation will raise the grade.

Regular attendance is required and necessary. A substantial portion of your grade will be based on in-class work and participation. Unexplained absences will affect your grade. Contact me as soon as possible if you cannot attend class. If you will be absent from class, you must:

- Inform me in advance or as soon as possible after class
- Submit any work due from the missed class period
- Listen to class recording
- Obtain notes, handouts, etc. from Canvas
- Check with classmates for notes, announcements, etc.

Acceptable reasons for absence from class include:

- Illness
- Serious family emergencies,
- Special curricular or job requirements (e.g., judging trips, field trips, professional conferences),
- Military obligation,
- Severe weather conditions,
- Religious holidays
- Participation in official university activities such as music performances, athletic competition or debate
- Obligations for court imposed legal obligations (i.e., jury duty, subpoena; although extended absences may have consequences)

Missing more than one class meeting for reasons other than those listed above will have a negative impact on your course participation grade.

Inclement Weather

"The chancellor (or appointed representative) may officially close or suspend selected activities of the university because of extreme weather conditions. When a decision to close is made, information is distributed to the campus community, shared with local media, and posted on the front page at <http://utk.edu>. SIS will cancel classes when UT is closed. Please check the SIS student listserv (UTKSIS-L@LISTSERV.UTK.EDU) for messages about closing.

ADDITIONAL POLICIES AND POINTS OF INFORMATION

Students with Disabilities

The University of Tennessee, Knoxville, is committed to providing an inclusive learning environment for all students. If you anticipate or experience a barrier in this course due to a

chronic health condition, a learning, hearing, neurological, mental health, vision, physical, or other kind of disability, or a temporary injury, you are encouraged to contact [Student Disability Services](#) (SDS) at 865-974-6087 or sds@utk.edu. An SDS Coordinator will meet with you to develop a plan to ensure you have equitable access to this course. If you are already registered with SDS, please contact your instructor to discuss implementing accommodations included in your course access letter.

Accessibility Policy and Training

The University of Tennessee, Knoxville, provides reasonable accommodations for individual students with disabilities through its office of [Student Disability Services](#). The university is also committed to making information and materials accessible, when possible. Resources and assistance to support these efforts can be found at <http://accessibility.utk.edu/>.

Civility

Civility is genuine respect and regard for others: politeness, consideration, tact, good manners, graciousness, cordiality, affability, amiability and courteousness. Civility enhances academic freedom and integrity, and is a prerequisite to the free exchange of ideas and knowledge in the learning community. Our community consists of students, faculty, staff, alumni, and campus visitors. Community members affect each other's well-being and have a shared interest in creating and sustaining an environment where all community members and their points of view are valued and respected. Affirming the value of each member of the university community, the campus asks that all its members adhere to the principles of civility and community adopted by the campus: <http://civility.utk.edu/>.

CCI Diversity Statement

The College of Communication and Information recognizes that a college diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. All members of the College benefit from diversity and the quality of learning, research, scholarship and creative activities is enhanced by a climate of inclusion, understanding and appreciation of differences and the full range of human experience. As a result, the College is committed to diversity and equal opportunity and it recognizes that it must represent the diversity inherent in American society. The College is acutely aware that diversity and fairness are foundations that unite the College's faculty, staff, students, and the larger communication and information community.

Instructor Status as a Title IX Mandatory Reporter

University of Tennessee faculty are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Please be aware that if you choose to confide in a faculty member regarding an issue of sexual misconduct, dating violence, or stalking, we are obligated to inform the University's Title IX Coordinator, who can assist you in connecting with all possible resources both on- and off-campus. If you would like to speak with

someone confidentially, the Student Counseling Center (865-974-2196) and the Student Health Center (865-974-3135) are both confidential resources.

For additional resources and information, visit titleix.utk.edu.

Wellness

The [Center for Health Education and Wellness](#) empowers all Volunteers to thrive by cultivating personal and community well-being. The Center can answer questions about general wellness, substance use, sexual health, healthy relationships, and sexual assault prevention. The [Student Counseling Center](#) is the university's primary facility for personal counseling, psychotherapy, and psychological outreach and consultation services.

Any student who has difficulty affording hygiene products, groceries, or accessing sufficient food to eat every day is urged to contact the [Big Orange Pantry](#) for support. The Big Orange Pantry, located in Greve Hall, is a free resource for all students, faculty, and staff, no matter how great or small their need is. Students who need emergency financial assistance can also request funding from the [Student Emergency Fund](#).

Students who are experiencing non-academic difficulty or distress and need assistance should call 974-HELP or [submit an online referral](#). The 974-HELP team specializes in aligning resources and support to students experiencing mental health distress.

Emergency Alert System

The University of Tennessee, Knoxville, is committed to providing a safe environment for learning and working. When you are alerted to an emergency, please take appropriate action. Learn more about what to do in an emergency and sign up for UT Alerts. Check the emergency posters near exits and elevators for building specific information. In the event of an emergency, course schedules and assignments may be subject to change. If changes to graded activities are required, reasonable adjustments will be made, and you will be responsible for meeting revised deadlines.

COVID-19 Guidelines (updated August 8, 2022)

[CDC guidance](#) recognizes the changing dynamics of living in a world with COVID-19. It rates COVID-19 community levels as low, medium, and high, with recommendations at each level about the use of masks and other precautions. At all levels of community spread, staying up-to-date with vaccination is the best way to protect yourself from serious illness and to limit the spread of COVID-19. Wearing a mask is always an option for any individual who chooses to do so, and the CDC recommends that those with high risk of severe illness talk with their health care providers. If you are sick, please stay in, avoid being around others as much as possible, and contact your health care provider for any symptoms that are worsening, moderate to severe, or concerning to you. For more information about vaccination or to self-report an illness and receive support, visit

<http://studenthealth.utk.edu/CommunityHealth>. For more information about COVID-19, visit <http://studenthealth.utk.edu/covid-19>.

ASSIGNMENTS, ASSESSMENTS, AND EVALUATIONS

Academic Integrity

Each student is responsible for their personal integrity in academic life and for adhering to UT's Honor Statement. The Honor Statement reads: "An essential feature of the University of Tennessee, Knoxville is a commitment to maintaining an atmosphere of intellectual integrity and academic honesty. As a student of the university, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity."

Plagiarism

Statement about plagiarism and penalties, e.g.,

Plagiarism in any of its several forms is intolerable, and attention to matters of documentation in all written work is expected and required. Inadherence, alleged lack of understanding, or avowed ignorance of the various types of plagiarism are not acceptable excuses.

Specific examples of plagiarism are:

1. Copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
2. Summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
3. Borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
4. Collaborating on a graded assignment without the instructor's approval;
5. Submitting work, either in whole or in part, created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph).

Students who may be unsure of the nature of plagiarism should consult the instructor or a guide for writing research reports. (Additional resources are available at <http://www.lib.utk.edu/instruction/plagiarism>.)

Infractions of academic integrity are penalized according to the severity of the infraction but may include a course grade of "F."

Assignments and Grading

Assignments are designed to show your comprehension and application of course concepts beyond the classroom readings and discussion. Please see the individual assignments for details on expectations.

In general, your work will be evaluated based on my assessment of how well written, organized, and clear it is, and how well the work meets the goals of the assignment.

At minimum, your written work should be proofread for errors, use academic language, avoid colloquialisms, conform to a standard style of citation, use inclusive language, and stay within the guidelines of the assignment description. The APA Style Guide has recommendations on academic writing conventions if you need assistance..

Work that is received after the due date will be assigned a lower grade than would otherwise be received.

Preparation of Written Work

Please use [APA style](#) for written assignments. All sources must be cited, quotations must be formatted and attributed correctly. Not doing so constitutes plagiarism.

Grades for assignment submissions that include incomplete in-text citations or reference lists will be lowered by one-half grade level (e.g., an assignment that would have received 17/20, or an 85/100: B, will be lowered to 16/20, 80/100: B-).

Due Dates and Late Assignments

Assignments should be submitted to the "assignments" area of Canvas. Assignment due dates and times are indicated in Canvas.

I will download the submissions from Canvas early the morning after the assignment is due and will only each set of assignments from Canvas ONCE. Therefore, if your assignment is not ready by the due date, you must

- Send me an email informing me that your assignment will be late.
- Submit the assignment to me as an email attachment when you are ready to submit.

NOTE: One point will be deducted for each 24-hour hour period past the due date the assignment is not turned in.

Incompletes

Based on adopted University of Tennessee-Knoxville and SIS policy, a grade of *I* (Incomplete) is reserved for emergencies that prevent the student from completing the course on time. Incompletes are granted only under "the most unusual of circumstances" and solely at the discretion of the instructor. Plan your semester's course of study carefully to insure sufficient time to complete the required work.

For students who simply "disappear" without contacting the instructor and without completing the required form, an "F" is submitted.

Assigning Grades

Assignments will be graded using a point system (see below). I will also add comments in addition to providing a point score based on the possible points earned for that assignment. Your final grade will be based on total points earned/total possible points over the course of the semester.

Evaluation

Semester grades will be assigned according to the following scale:

A	93≤	(4 quality points per semester hour) superior performance.
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A-	90-92. 99	(3.7 quality points per semester credit hour) intermediate grade performance.
B+	88-89. 99	(3.5 quality points per semester hour) better than satisfactory performance.
B	83-87. 99	(3 quality points per semester hour) satisfactory performance.
B-	80-82. 99	(2.7 quality points per semester credit hour) intermediate grade performance.
C+	78-79. 99	(2.5 quality points per semester hour) less than satisfactory performance.
C	70-77. 99	(2 quality points per semester hour) performance well below the standard expected of graduate students.
D	60-69. 99	(1 quality point per semester hour) clearly unsatisfactory performance and cannot be used to satisfy degree requirements.
F	59.99 \geq	(no quality points) extremely unsatisfactory performance and cannot be used to satisfy degree requirements.
I		(no quality points) a temporary grade indicating that the student has performed satisfactorily in the course but, due to unforeseen circumstances, has been unable to finish all requirements. An I is not given to enable a student to do additional work to raise a deficient grade. The instructor, in consultation with the student, decides the terms for the removal of the I, including the time limit for removal. If the I is not removed within one calendar year, the grade will be changed to an F. The course will not be counted in the cumulative grade point average until a final grade is assigned. No student may graduate with an I on the record.
S/NC		(carries credit hours, but no quality points) S is equivalent to a grade of B or better, and NC means no credit earned. A grade of Satisfactory/No Credit is allowed only where indicated in the course description in the <i>Graduate Catalog</i> . The number of Satisfactory/No Credit courses in a student's program is limited to one-fourth of the total credit hours required.
P/N P		(carries credit hours, but no quality points) P indicates progress toward completion of a thesis or dissertation. NP indicates no progress or inadequate progress.
W		(carries no credit hours or quality points) indicates that the student officially withdrew from the course.

Your Role in Improving the Course Through Assessment

At UT, it is our collective responsibility to improve the state of teaching and learning. During the semester you may be requested to assess aspects of this course, either during class or at the completion of the class, and through the TNVoice course evaluation. Please take the few moments needed to respond to these requests as they are used by instructors, department heads, deans and others to improve the quality of your UT learning experience.

MSIS Program Outcomes

It is our vision to provide a quality educational program, and for students to have the very best educational experience possible. By the end of their time in the MSIS program, each student should be able to:

1. Describe and discuss the processes of creation, organization, distribution, storage, access, retrieval, management, use, and preservation of information.

2. Describe and discuss the nature of leadership and management in the information professions and the importance of participation in the global information society.
3. Apply the general principles, values, and ethical standards of providing information services in a variety of settings and for diverse populations.
4. Comply with the changing responsibilities of the information professional in a culturally diverse and networked global society.
5. Identify critical professional issues in a variety of organizational, cultural, societal, disciplinary, transdisciplinary, and historical contexts.
6. Analyze and apply standards or policies related to the processes of creation, organization, distribution, storage, access, retrieval, management, use or preservation of information.
7. Explain the changing nature of information, information needs, and information behavior.
8. Assess and implement information technologies, systems, sources, and services that serve users effectively and efficiently.
9. Analyze research and apply it to information practice.

Assignments: Descriptions, Due Dates, and Program Outcomes for SLC

This table identifies the MSIS Program Outcome(s) addressed in course assignment(s):

Assignment	MSIS Program Outcome
ACRL video reflection	2, 3, 4, 5
Research paper	5, 9

This table provides a brief summary of assignment names, due dates, and grade distribution. A fuller description of each assignment follows the table.

Assignment	Value	Due Date
Research paper proposal	10	2/7/23
ACRL video reflection	15	2/21/23
Reading reflections (3)	3 x 5 =15	3/7, 3/21, 4/4
Research paper	40	4/18/23
Peer precis presentation	20	5/3/23
TOTAL	100	

DISCLAIMER

Please be aware revisions may be made to this syllabus over the course of the semester, and as such, the content contained within may be subject to change.