UTK SIS: Museum Studies

COURSE INFORMATION

INSC 549 Museum Studies, Summer 2022
University of Tennessee, Knoxville
Class Meetings: Tuesday, 6:30-9:10pm ET
ZOOM Link: https://tennessee.zoom.us/j/98853667466
  Password: Museum22 (subject to change)

Faculty Contact Information
  • Katy Malone
  • Kmalon15@utk.edu
  • McClung Museum, Rm 052
  • 865-974-2416
  • Office Hours: Wednesday 1-2:00pm ET or by appointment via Zoom, https://tennessee.zoom.us/j/98824214979 (please note that this differs from the class link)

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
Museums are uniquely situated entities. As safeguards for materials deemed precious by society, they are regularly noted among our most trusted institutions. However, museums’ history parallels the broader story of global wealth and acquisition, putting them at the forefront of the struggle to contend with fraught legacies. This course is designed to expose you to this field and how contemporary museum operate.

COURSE INFORMATION

Catalog Description
Museum studies through discussions of theory and practice. Introduction to museums as a profession, historical context of the field, and current topics.

Student Learning Outcomes
Students who complete this course will be capable of demonstrating awareness, knowledge, and/or understanding of...
  • The functions that comprise a contemporary museum.
• The role of and challenges facing a museum in today's society.
• How museums and their collections, displays, and exhibits serve as a source of information and learning.

Course Design
This is a synchronous course that will occur fully online. The class will gather weekly and class periods will include lecture, videos and activities. Outside of class, students will complete a series of assigned readings, two asynchronous discussion boards, and a large project that will encompass the full semester. The full-term project entails individual and group work.

Required Texts
All readings and viewings listed in the Course Outline. Several are uploaded as pdfs on Canvas under “Files” and are labeled to correspond with the week they are due. Additional materials are hyperlinks to online sources. Always check the Course Outline to find the required preparation work for upcoming classes.

You can also find the class resources listed in the Course Outline using the bibliographic information. If you have any access challenges, you are to: (1) contact a library staff member at University of Tennessee Libraries if it is an issue with accessing a resource listed in the library catalog or accessible from a library-licensed database; (2) check Canvas to see if any overlooked scanned PDFs; and 3) check the Canvas Discussion Board to see if an alternative access point for the “unavailable” source has been posted. If said troubleshooting does not work, contact your instructor via Canvas. Note that URLs are posted and checked at the start of the semester, but because web content is dynamic, the URLs may change beyond my control.

Be sure to orient yourself to using library resources at the University. You are expected to retrieve the assigned journal articles etc., whether from the library’s collection or elsewhere. I do not provide instruction in how to do so. Consult library resource pages, such as "Information for Graduate Students" (https://libguides.utk.edu/graduate), “Distance Education” (https://www.lib.utk.edu/info/distance-ed/), and “Tutorials and Videos” (https://libguides.utk.edu/tutorials)

For your research references, please consistently use either APA (17th ed.) or Chicago (17th ed.) style. Do not alternate between them.

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 (https://oit.utk.edu/) to obtain directions for forwarding your UTK mail to your preferred address if you don’t wish to check both accounts.
I encourage email communication. To best ensure that your inquiries are answered, I solely accept emails related to course content via Canvas. You can expect responses within 48 business hours, excluding weekends, federal, University holidays, or unforeseen emergency leave.

**Instructor Availability**
In addition to Canvas email, students are encouraged to meet with me regarding course content. Office hours will take place through Zoom (please note that this link differs from the course meeting link: https://tennessee.zoom.us/j/98824214979), either on Wednesdays from 1-2pm ET or by appointment. Appointments should be requested at least 3 business days in advance and are scheduled at the liberty of both the student’s and instructor’s schedules.

### 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. The Office of Information Technology (OIT) (https://oit.utk.edu/) 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. In addition, you must have the PowerPoint Reader or the regular PowerPoint software installed on your computer in order to download the lecture notes from Canvas.

**Technical Support and Course Resources**
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, (https://oit.utk.edu/).

### COURSE ATTENDANCE AND PARTICIPATION POLICIES

**Expectations**
The summer semester is fast and requires a collective, mutual commitment. Both the learner and instructor agree to:

- Attending all of the classes in full.
- Preparing in advance for classes.
- Engaging in a thoughtful community.
- Respect the goals, timelines, and course materials as presented in the syllabus.
The Instructor will also:

- Respond respectfully to student inquiries within 48-72 business hours
- Follow Title IX and FERPA guidelines.

Learners will also:

- Adhere to UT's Civility Statement and Honor Statement.
- Actively participate in group activities in and out of the classroom.

Attendance and Participation
This course requires collective participation and discussion. As a result, attendance to synchronous class meetings is mandatory.

Each class session will be graded for participation. A “B” grade for an individual session includes attendance and active contribution to discussion or activities. **Since the summer semester is extremely short, missing class is strongly discouraged as doing so will negatively impact your ability to keep up.**

If you are 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

Absences and especially excessive absences (beyond one half of a class period) will negatively impact your grade. **Participation grades cannot be made up.** Contact me as soon as possible if you have an issue that impacts your attendance. Acceptable reasons for ANY absence from class include:

- Illness
- Serious family emergencies
- Special curricular or job requirements (e.g., judging trips, field trips, professional conferences)
- Military obligations
- 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). Note that extended absences may have consequences.

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](http://utk.edu). SIS will cancel classes when UT is closed. Please check the SIS student listserv ([UTKSIS-L@LISTSERV.UTK.EDU](mailto:UTKSIS-L@LISTSERV.UTK.EDU)) for messages about closing.

### ADDITIONAL POLICIES AND POINTS OF INFORMATION

#### Disabilities that may Impede Learning
Any student who feels s/he may need an accommodation based on the impact of a disability should contact [Student Disability Services](http://stores.utk.edu) in 2227 Dunford Hall at 865-974-6087, or by video relay at 865-622-6566 to coordinate reasonable academic accommodations.

#### 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/](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](http://titleix.utk.edu).
ASSIGNMENTS, ASSESSMENTS, AND EVALUATIONS

Academic Integrity
Students should be familiar and maintain their Academic Integrity described in https://hilltopics.utk.edu/academics/, p. 15 as: “Study, preparation and presentation should involve at all times the student’s own work, unless it has been clearly specified that work is to be a team effort. Academic honesty requires that the student present his or her own work in all academic projects, including tests, papers, homework, and class presentation. When incorporating the work of other scholars and writers into a project, the student must accurately cite the source of that work.”

Students should abide by the Honor Statement (https://hilltopics.utk.edu/student-code-of-conduct/ Section X. Honor Statement)
“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. Inadvertence, 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
This table provides a summary of assignment by name, due date, point value and percentage of final grade. A brief description of each assignment follows the table.
<table>
<thead>
<tr>
<th>Assignment</th>
<th>Point Value</th>
<th>Percentage of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>10</td>
<td>10%</td>
</tr>
<tr>
<td>Reflections</td>
<td>20</td>
<td>20% total</td>
</tr>
<tr>
<td></td>
<td>(2 at 10 each)</td>
<td></td>
</tr>
<tr>
<td>Semester Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Object Research Worksheet</td>
<td>30</td>
<td>30%</td>
</tr>
<tr>
<td>• Exhibition</td>
<td>30</td>
<td>30%</td>
</tr>
<tr>
<td>• Final Presentation and</td>
<td>10</td>
<td>10%</td>
</tr>
<tr>
<td>Education Project</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>100</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Participation (10%):** Students are expected to attend class and actively participate in in-class discussions. Moreover, students are expected to maintain an updated Zoom platform, and to either turn on their video feature or to an avatar or profile picture when logging in for class sessions and office hour appointments.

**Reflections (20%):** Twice during the semester, students will write a short reflection about the content presented in class and contemporary issues facing museums. Using the prompt(s) provided on Canvas, students will write a two-page, double-spaced narrative that utilizes personal experiences and discussions from class to synthesize the information. Full project details are available on Canvas.

**Semester Project (50%):** Students will complete a directed research project on an object from the McClung Museum’s collection. They will then work in groups to develop an exhibition and educational programming using their researched objects. The project will conclude with a final presentation. Full project details available via Canvas.

**Preparing Assignments**
All sources must be cited, quotations must be formatted and attributed correctly. Not doing so constitutes plagiarism. You may use APA (17th ed.) or Chicago (17th ed.) publication manuals. 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-).
Submitting Assignments
Assignments should be submitted to the “assignments” area of Canvas are due (officially) at 11:59 p.m. EST on the due date listed on the syllabus. Late work will only be accepted under two (2) circumstances, that 1) you are involved in a UTK-approved emergency (https://prepare.utk.edu); or that 2) you have sought prior agreement from me at least 36 business hours before the assigned due date. Note that final projects are not considered for late submission unless there is a dire (https://www.dictionary.com/browse/dire) emergency.

Assigning Grades
You are welcome to discuss your assignment evaluations with the instructor. You should wait 24 business hours after receiving the grade to contact me, and present documentation for why you believe you have earned a different grade. Please note that as the instructor of record, I reserve the right to make the final decision. The grade scale for calculating your final letter grade for the course is below.

Evaluation
Semester grades will be assigned according to the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Minimum</th>
<th>Maximum</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>93</td>
<td>≤ 92.99</td>
<td>4 quality points per semester hour superior performance.</td>
</tr>
<tr>
<td>A-</td>
<td>90-92</td>
<td>92.99</td>
<td>3.7 quality points per semester credit hour intermediate grade performance.</td>
</tr>
<tr>
<td>B+</td>
<td>88-89</td>
<td>92.99</td>
<td>3.5 quality points per semester hour better than satisfactory performance.</td>
</tr>
<tr>
<td>B</td>
<td>83-87</td>
<td>92.99</td>
<td>3 quality points per semester hour satisfactory performance.</td>
</tr>
<tr>
<td>B-</td>
<td>80-82</td>
<td>92.99</td>
<td>2.7 quality points per semester credit hour intermediate grade performance.</td>
</tr>
<tr>
<td>C+</td>
<td>78-79</td>
<td>92.99</td>
<td>2.5 quality points per semester hour less than satisfactory performance.</td>
</tr>
<tr>
<td>C</td>
<td>70-77</td>
<td>92.99</td>
<td>2 quality points per semester hour performance well below the standard expected of graduate students.</td>
</tr>
<tr>
<td>D</td>
<td>60-69</td>
<td>92.99</td>
<td>1 quality point per semester hour clearly unsatisfactory performance and cannot be used to satisfy degree requirements.</td>
</tr>
<tr>
<td>F</td>
<td>59.99+</td>
<td>92.99</td>
<td>(no quality points) extremely unsatisfactory performance and cannot be used to satisfy degree requirements.</td>
</tr>
<tr>
<td>I</td>
<td></td>
<td></td>
<td>(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.</td>
</tr>
<tr>
<td>S/NC</td>
<td></td>
<td></td>
<td>(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 Graduate Catalog. The number of Satisfactory/No Credit courses in a student’s program is limited to one-fourth of the total credit hours required.</td>
</tr>
<tr>
<td>P/NP</td>
<td></td>
<td></td>
<td>(carries credit hours, but no quality points) P indicates progress toward completion of a thesis or dissertation. NP indicates no progress or inadequate progress.</td>
</tr>
<tr>
<td>W</td>
<td></td>
<td></td>
<td>(carries no credit hours or quality points) indicates that the student officially withdrew from the course.</td>
</tr>
</tbody>
</table>
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.

Course Evaluation
You will be invited to evaluate the course at the end of the term. Please participate in this valuable process. I also invite your comments throughout the course and read all comments, suggestions, and recommendations.

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

<table>
<thead>
<tr>
<th>Assignment</th>
<th>MSIS Program Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester Project</td>
<td>9</td>
</tr>
<tr>
<td>Reflections</td>
<td>5</td>
</tr>
</tbody>
</table>
Look to “Assignments and Grading” in this document for further details.

**DISCLAIMER**

Please be aware revisions may be made to this syllabus, including the Course Outline, over the course of the semester, and as such, the content contained within is subject to change. Be assured that I will never move an assignment due date earlier; if any due dates are moved, it will be to a later date.

**COURSE OUTLINE**

Please note that this is a brief outline of the course. Full details, as well as any updates and changes, will be available on Canvas.

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Discussion Topic</th>
<th>Assignments Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>June 14</td>
<td>Introduction and Defining Museums</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>June 21</td>
<td>The Business of Museums</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>June 28</td>
<td>The History, Development, and Care of Collections</td>
<td></td>
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<tr>
<td></td>
<td>July 1</td>
<td>Semester Project Phase I: Collections and Object Research</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>July 5</td>
<td>The Ethics and Issues of Collections</td>
<td></td>
</tr>
<tr>
<td></td>
<td>July 8</td>
<td>Reflection 1: The Story of Museum Collections</td>
<td></td>
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<tr>
<td>4</td>
<td>July 12</td>
<td>Exhibitions and the Politics of Display</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>July 19</td>
<td>Interpretation of Objects and Working with Source Communities</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>July 26</td>
<td>The Museum as a Learning Site and Classroom</td>
<td></td>
</tr>
<tr>
<td></td>
<td>July 29</td>
<td>Semester Project Phase II: Exhibition Development</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>August 2</td>
<td>Intergenerational Learning and Outreach</td>
<td></td>
</tr>
<tr>
<td></td>
<td>August 5</td>
<td>Reflection 2: Museums and Public Service</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>August 9</td>
<td>Final Presentations</td>
<td>Semester Project Phase III: Educational Components Final Presentation</td>
</tr>
</tbody>
</table>