Valdosta State University
Master of Library and Information Science Program

Syllabus: MLIS 7999, Adult Services in Public Libraries
Summer Semester II: June 10 – July 30, 2010 - 3 credit hours

Instructor

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  Instructor is primarily available by e-mail, telephone or face to face office hours offered by appointment.

Catalog Description: An exploration of adult services in public libraries including adult library use, programming for adults, services to special populations, partnerships, marketing, digital services, introduction to reader's advisory services. Pre-requisite: MLIS 7000.

Learning Outcomes

Students will:

- Demonstrate basic familiarity with the tools and methods of adult reader's advisory services
- Analyze public library use of the Internet and public library online services for adults
- Conduct a community analysis to use for planning relevant public library services
- Evaluate a library program for adults based on audience needs, interests, and relevance to the goals of the library
- Propose a library program or service specific to one community population

Course Format: This course will meet entirely online inside VSU's BlazeView electronic course management system. Course content will be delivered asynchronously. Students will work independently in a public library of the student's choice.

Required course texts and resources

Casey, Michael E. & Laura C. Savastinuk (2007), *Library 2.0: A Guide to Participatory Library Service.* Medford, NJ: Information Today.

APA Style Manual, 6th ed. (2009). If you have the first printing of the 6th 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/ but students will be held to the standards given in the APA Style Manual.

Weekly readings from the LIS professional and academic literature as indicated in the detailed reading list and summarized on the course calendar. Articles will be available via GALILEO, or through VSU's Odum Library course e-reserves, 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

**This syllabus is inspired by that of a course taught by Dr. Bharat Mehra, University of Tennessee, School of Information Sciences; thanks to Dr. Mehra for permission to draw on his published syllabus.

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/alonline/aldirect/aldirect.cfm

Course Activities

The course calendar provides a summary of all course readings, assignments, and activities for each week of the semester. Details for each week are posted in the appropriate folder on the course website. ***It is the student's responsibility to check the course calendar for DUE DATES for all class work and the weekly folders and assignment folders for all required and supplemental readings and other materials.***

Assignments: full details are available in the Assignments section of the course website. Due dates are available on the course calendar in the course website. Students will submit their assignments as attachments to the relevant assignment module in the course website.

- Discussion board participation = 20 points
- Community Analysis = 30 points
- Public Library Adult program (or service) evaluation = 15 points
- Public Library Websites evaluation = 20 points
- Public Library Adult program proposal = 15 points

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: This course assumes that you are familiar with Valdosta State University's online learning technologies. 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 description. 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/distanceeducation.shtml Students should feel free to ask a local librarian for help learning to navigate GALILEO.

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 me via BlazeView course e-mail. If you would like to speak with me by telephone please let me know via e-mail so we can arrange a good time for both of us to talk.
If you are in Valdosta and would like to meet face to face please let me know so we can arrange a time. If I am on campus and my door is open please feel free to come in.

Attendance: Course content is delivered asynchronously according to the course calendar. It is your responsibility to follow the course calendar and participate via BlazeView at the appropriate times. It is in your best interest to log into the BlazeView course management system daily to check for announcements and e-mail messages related to the course.

Submitting written assignments: All written work must be submitted as attachments to the assignment modules in the BlazeView course website using Word 2003 or rtf formats. If you use Word 2007 please save your document as Word 2003. If you use any other word processing program please save your document in Rich Text Format (rtf). **All written work file names should begin with your last name and include the assignment name as the file name, for example: MostL_programeval.doc**

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 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. Assignments are due on Mondays at noon. The grace period ends Tuesdays at noon. The assignment submission window closes Fridays at noon.   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 breeches 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

Accommodations statement: From VSU's Access Office
http://www.valdosta.edu/access/facresources.shtml 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

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.