

MASTER OF LIBRARY AND INFORMATION  
STUDIES PROGRAM  
Valdosta State University

Government Information Sources

MLIS 7120



[Site Map](#)

## FALL 2007 SYLLABUS

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[Course Purpose](#)

### Contact

Dr. Wallace Koehler  
MLIS Program  
Valdosta State University  
1500 N Patterson  
Valdosta, GA31698-0150  
v: 229-333-5860 f: 229-259-5055  
[wkoehler@valdosta.edu](mailto:wkoehler@valdosta.edu)

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### Office Hours and Class Meetings

**This is a Web-based class.**

**What does that mean?** We will NOT meet in a classroom.

There will be no F2F (face to face) lectures, no DE-TV lectures.

Instruction will be conducted via these pages and through e-mail.

There are those of us who believe that the Web-based class is here to stay. There are both positive and negative elements to this mode of instruction. On the plus side, students need not come to campus for class meetings and, for the most part, they can choose their learning time.

This class follows the university calendar. Assignments are due when they are due. The course is quasi self paced. By that I mean, there are weekly assignments. You are expected to complete those assignments during the scheduled week, when during the week you choose to do them is up to you.

It is my opinion that process and informational instruction can be conducted effectively using Web-based instruction. Skills based instruction is more problematic. For that reason, when we turn to the use of various electronic search and retrieval tools like GILS, LEXIS, and Dialog, we will use streaming video for demo purposes. I have set aside a three week block of time for familiarization with these services.

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## **Policy**

The University and the MLIS Program subscribe to codes of conduct of ethical practice. The include:

Sexual Harassment Policy/Sexual Assault Policy  
Racial and Ethnic Harassement Policy  
Discrimination Policy - Other than Racial/Ethnic or Sexual  
Religious Holidays  
Reasonable Accomodation  
Academic Misconduct

For links to these sites, please see [http://www.valdosta.edu/mlis/student\\_resources/](http://www.valdosta.edu/mlis/student_resources/)

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## **Text Books**

Two texts are assigned for this course

Peter Hernon, Harold Relyea, Robert Dugan, and Joan Cheverie, **United States Government Information Sources: Policies and Sources** Libraries Unlimited, 2002 and its Supplement CD-ROM (included with text).

and

Mary Martin, ed. **Local and Regional Government Information**. Greenwood, 2005.

These books are available at the VSU Bookstore and online booksellers like [Amazon](#) or [Barnes and Noble](#)

These books, as fine as they are, address United States government and state and local information sources. They do a fine job of what they do. What they don't do is address non-US government resources.

You may find the course lectures a little light in the last three weeks of the course. It is, in fact, not light. We will lean heavily on the texts. For me to in effect copy what the texts do so well is at best redundant and most likely represents a waste of time for us all.

One final note on these books. As with all things, these books out date rapidly. These books may out date more rapidly than some. Web links to change, although government links are stable as links go. New resources are created. Old ones are modified or disappear. The model persists however. Governments are moving more and more to electronic media, our courses and texts need necessarily to keep pace. Please note that the Hernon et al text was published in 2002. Much has changed since 2002. Unfortunately, the availability of up-to-date Gov Docs textbooks is not one of them.

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## **Class Meetings**

The VSU Academic Calendar can be found at: <http://www.valdosta.edu/cgi-bin/webevent/webevent.cgi?cmd=openal&cal=cal3>

Classes begin August 13, 2007 and end December 3, 2007. Exam week stretches to Friday December 7. Fall Break is Monday and Tuesday October 15 and 16. The Thanksgiving Holiday begins November 21 and ends November 23.

<a href="#">Week 1</a> <b>A1</b>	<a href="#">Week 2</a> <b>A2</b>	<a href="#">Week 3</a> <b>A3</b>	<a href="#">Week 4</a>
<a href="#">Week 5</a>	<a href="#">Week 6</a>	<a href="#">Week 7</a> <b>A7</b>	<a href="#">Week 8</a>
<a href="#">Week 9</a> <b>A9</b>	<a href="#">Week 10</a>	<a href="#">Week 11</a>	<a href="#">Week 12</a>
<a href="#">Week 13</a>	<a href="#">Week 14</a>	<a href="#">Week 15</a> <b>A15</b>	Week 16 <b>FP16</b>

Note: the alphanumeric **A<sub>x</sub>** links to an assignment due at the **end** of the indicated week.

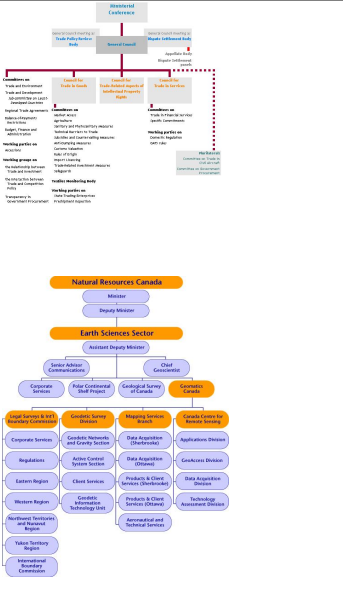
For a set of resources, indexes, and the like, go to the [Resources Page](#)

Week 1		<b><a href="#">A. Course Expectations and Requirements</a></b>
Week 1		B. The Metamorphosis of Gov Docs.
Week 1		<b>C. Document Types</b>
Week 1		Document Formats: Print, Microfiche, CD-ROM, Internet
Week 1		Document Locations: Library of Congress, <a href="#">GPO</a> , <a href="#">Depository Libraries</a> , <a href="#">On-line</a> , General <a href="#">Catalogs</a> , <a href="#">Bibliographies</a> , Indexes, etc.
Week 1		<b>D. What are we dealing with</b>
Week 1		Historical Documents -
Week 1		<ul style="list-style-type: none"> <li>• <a href="#">Organic Documents</a></li> <li>• <a href="#">Documents of Principles</a></li> </ul>
Week 1		Legal Documents -
Week 1		<ul style="list-style-type: none"> <li>• Statutes/Laws</li> <li>• Judicial Decisions</li> <li>• Regulations</li> </ul>

		<ul style="list-style-type: none"> <li>• Treaties and Executive Agreements</li> <li>• Executive Orders</li> </ul> <p>Procedural Documents -</p> <p>Statistical Documents -</p> <p><b>Reading:</b></p> <p>Hernon, Dugan &amp; Shuler Ch 1  Hernon, Relyea, Dugan, and Cheverie, Ch 1, 7, 8, 15</p>
<p>Week 2</p> <p>Week 2</p> <p>Week 2</p> <p>Week 2</p> <p>Week 2</p>		<p><b>Field Trip to a Depository Library</b></p> <p>Students are required to tour a government documents depository. No library is specified. Make an appointment with the depository librarian at the library you have selected to visit. Inform him/her of your reasons for visiting. Prepare a brief report of your visit and submit it by the end of week 3.</p> <p>VSU <a href="#">Website</a></p> <p>From print to digital  The GPO</p> <p><b>Catalog of US Government Documents:</b>  <a href="http://www.gpoaccess.gov/cgp/index.html">http://www.gpoaccess.gov/cgp/index.html</a></p> <p>Key Resources for US are:</p> <p>Government Documents Collection at VSU --  <a href="http://books.valdosta.edu/gov/gov.html">http://books.valdosta.edu/gov/gov.html</a></p> <p>University of Georgia --  <a href="http://www.libs.uga.edu/govdocs/index.html">http://www.libs.uga.edu/govdocs/index.html</a></p> <p><b>Introduction to <u>E-Government</u></b></p>

		<p>E-Government is the latest "innovation" in the delivery of services.</p> <p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 1, 10, 14, Appendices A, B, and C  Hernon, Relyea, Dugan, and Cheverie, Ch 3, 16</p>
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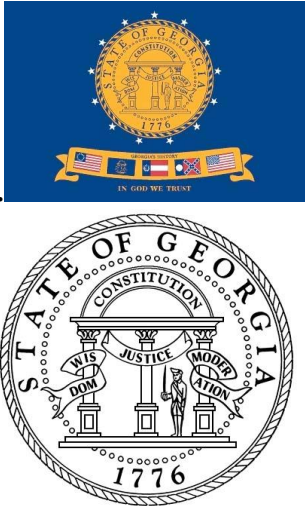

<p>Week 3</p> <p>Week 3</p> <p>Week 3</p> <p>Week 3</p> <p>Week 3</p>		<p><b>A. Document Classification</b></p> <p><u><a href="#">SuDoc Classification</a></u></p> <p><u><a href="#">UN Document Classification</a></u></p> <p><u><a href="#">EC Document Classification</a></u></p> <p><b>Depository Libraries</b></p> <p><b>B. What Do Governments Do and What Do They Look Like -- or <u><a href="#">Political Science 101</a></u></b></p> <p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 2, 4, 5, 6, 7  Hernon, Relyea, Dugan, and Cheverie, pp. 3, 4, 5, 6, 10, 11</p>
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<p>Week 4</p> <p>Week 4</p> <p>Week 4</p> <p>Week 4</p> <p>Week 4</p>		<p><b>A. What Do Governments Do and What Do They Look Like -- or <u><a href="#">Political Science 101 #2</a></u></b></p> <p><u><a href="#">Terms and Concepts</a></u></p> <p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 2, 4, 5, 6, 7  Hernon, Relyea, Dugan, and Cheverie, Ch 3, 4, 5, 6</p>
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		<p><b>SEARCH TOOLS</b></p>
<p>Week 5</p> <p>Week 5</p> <p>Week 5</p> <p>Week 5</p> <p>Week 5</p> <p>Week 5</p>	<p><b>GILS</b></p> <p><b>DIALOG</b></p> <p><b>LEXIS-NEXIS</b></p> <p><b>Web Engines</b></p> <p><b>Z39.50</b></p> <p><b>FindLaw</b></p>	<p><b>A. "Traditional" Finding Tools</b></p> <p>Discuss lessons learned from the library tour. How do depository libraries manage their collections?</p> <p><b>B. Electronic Finding Tools</b></p> <p><u><a href="#">GILS</a></u></p> <p><b>Reading:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 3, 9, 14</p> <p>Hernon, Relyea, Dugan, and Cheverie, Ch 1, 2.</p> <p>An Office of Electric Government, see:  <u><a href="http://www.fcw.com/fcw/articles/2000/0918/web-bank-09-22-00.asp">http://www.fcw.com/fcw/articles/2000/0918/web-bank-09-22-00.asp</a></u></p>
<p>Week 6</p> <p>Week 6</p> <p>Week 6</p> <p>Week 6</p>	<p><b>GILS</b></p> <p><b>DIALOG</b></p> <p><b>LEXIS-NEXIS</b></p> <p><b>Web Engines</b></p> <p><b>Z39.50</b></p> <p><b>FindLaw</b></p>	<p><u><a href="#">Electronic Finding Tools</a></u></p> <p><b>Reading:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 3</p> <p>Hernon, Relyea, Dugan, and Cheverie, Ch 4.</p>
<p>Week 7</p>	<p><b>GILS</b></p>	<p><u><a href="#">Electronic Finding Tools</a></u></p>

<p>Week 7</p> <p>Week 7</p> <p>Week 7</p> <p>Week 7</p>	<p><b>DIALOG</b></p> <p><b>LEXIS-NEXIS</b></p> <p><b>Web Engines</b></p> <p><b>Z39.50</b></p> <p><b>FindLaw</b></p>	<p><b>Reading:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 3</p> <p>Hernon, Relyea, Dugan, and Cheverie, Ch 4.</p>
		<p><b>Government Documents By Organization</b></p>
<p>Week 8</p> <p>Week 8</p> <p>Week 8</p> <p>Week 8</p>		<p><b>The United States <u>federal government</u></b></p> <p>The US federal government is a very complex series of institutions. Simply put, it consists of the executive (President, Cabinet, Departments, etc.), the legislative branch (Congress: House of Representatives and the Senate), and the Judiciary (Supreme Court, Courts of Appeals, District Courts, etc.). Each of these has a multitude of document sources, document purposes, document nomenclature, etc.</p> <p>Readings Hernon, Relyea, Dugan, and Cheverie, Ch 11</p>
<p>Week 9</p> <p>Week 9</p> <p>Week 9</p> <p>Week 9</p> <p>Week 9</p>		<p><b>National Governments (other than the United States), including Tribal and Indigenous Peoples Governments</b></p> <p>Just when you thought it was getting easy -- there are some 200 plus countries -- sovereign nations-- each with its own system, document stream, structures, printing, publishing, and cataloging schemes. If it were ever true that government documents librarians were not</p>



<p>Week 9</p>		<p>required to be aware of and pay attention to these documents, those days are over. Note for example that many US federal depository libraries are also depository libraries for the UN, the EC, state governments, and other entities.</p> <p><a href="#">National government -Link</a></p> <p><a href="#">NativeAmerican-Link</a></p>
<p>Week 10</p> <p>Week 10</p> <p>Week 10</p> <p>Week 10</p>		<p><b>State and Local Documents</b></p> <p><a href="#">Stategov-Link</a></p> <p><b>Readings</b></p> <p>Tulsa City Council at <a href="http://www.tulsacouncil.org/">http://www.tulsacouncil.org/</a></p>
<p>Week 11</p> <p>Week 11</p> <p>Week 11</p> <p>Week 11</p>		<p><b>Comparative and International Documents</b></p> <p><b>International and Regional Government Documents</b></p> <p><a href="#">IGO-Link</a></p> <p><b>Regional and Local Governments (Non-US )</b></p>

<p>Week 11</p>		<p><a href="#">Gov-Link</a></p> <p><b>Non Governmental Organizations</b></p> <p><a href="#">NGO-Link</a></p>
		<p><b>Government Documents By Function</b></p>
<p>Week 12</p> <p>Week 12</p> <p>Week 12</p>	 	<p><b>Statistical Sources</b></p> <p>Nearly all governments and IGOs publish a statistical yearbook. All are available in <a href="#">paper</a> and many are now <a href="#">on-line</a> (or summaries are): see for example <a href="#">Greenland</a> or <a href="#">Finland</a>.</p> <p>The Yearbooks are abbreviated statistics. Almost every agency of every government produces statistical reports of one kind or another. We explore these at some length.</p> <p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 8 Hernon, Relyea, Dugan, and Cheverie, Ch 13</p>
<p>Week 13</p> <p>Week 13</p> <p>Week 13</p>	 <p><b>NTIS</b></p> 	<p><b>The Technical Literature</b></p> <p><a href="#">NTIS</a>, <a href="#">National Labs</a>, <a href="#">OSTI</a>, etc. <a href="#">NTIS Search</a></p> <p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 8. Hernon, Relyea, Dugan, and Cheverie, Ch 14</p>
<p>Week 14</p> <p>Week 14</p>		<p><b>Geographic Literature</b></p> <p><a href="#">CIA World Factbook</a></p> <p><a href="#">Geographic Pages</a></p>

<p>Week 14</p>		<p><b>Readings:</b></p> <p>Hernon, Dugan &amp; Shuler, Ch 11  Hernon, Relyea, Dugan, and Cheverie, Ch 12.</p>
<p>Week 15</p>		<p><b>Intellectual Property</b></p> <p><u>Issues</u></p> <p>Patents  Trademarks  Copyright</p> <p><b>Readings:</b></p> <p>Hernon, Relyea, Dugan, and Cheverie, Ch 12  Hernon, Dugan &amp; Shuler, Ch 12</p>