

Valdosta State University
Master of Library and Information Science
MLIS 7730: Preservation
Spring 2012--Online
Three Credit Hours

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Description

An introduction to the fundamental principles of libraries and archives preservation. It covers the nature and deterioration of library and materials, collections care, analog and digital reformatting, conservation considerations, disaster planning, and issues in digital preservation. Prerequisite or Corequisite: MLIS 7000 or consent of the instructor.

Learning Outcomes

After successful completion of the course, students will be able to

- LO1 Explain the issues underlying the preservation of analog and digital objects
- LO2 Apply condition and environmental surveys
- LO3 Draft a preservation plan
- LO4 Define the key terminology in library and archives preservation
- LO5 Explain the handling of fragile material and collections
- LO6 Interpret key library and archives preservation professional literature

Required Materials

Textbook

Paul N. Banks & Roberta Pilette (Eds.). 2000. *Preservation: Issues and Planning*. Chicago, IL: American Library Association.

Hardware

Headset

Additional Readings

AbeBooks Online Glossary of Book-related Terms

<http://www.abebooks.com/docs/HelpCentral/Glossary/sellerIndex.shtml#general>

Nicholson Baker. "Discards." *The New Yorker*, April 4, 1994: 64-86.

Nicholas A. Basbanes. "The Blumberg Collection." In *A Gentle Madness*, pp. 465-519.

---. "Into Thin Air." Chapter 8 in *A Splendor of Letters*.

Rebecca Buck and Jean A. Gilmore. "Condition Reporting Glossary: Paper Terms." Washington, DC: American Association of Museums, 1998: 57-64.

Sherri Berger. "The Evolving Ethics of Preservation: Redefining Practices and Responsibilities in the 21st Century." *Serials Librarian*, 57(1/2), 2009, 57-68. LISTA

Michele Valerie Cloonan. W(h)ither Preservation? *The Library Quarterly* vol. 71, No. 2 (April 2001): 231-242. LISTA

Paul Conway. "Preservation in the Age of Google: Digitization, Digital Preservation, and Dilemmas." *Library Quarterly* Vol. 80, No. 1 (January 2010): pp. 61-79. Available at <http://www.journals.uchicago.edu/doi/pdf/10.1086/648463>

Frank B. Evans, Donald F. Harrison, and Edwin A. Thompson. William L. Rofes, Ed. "A Basic Glossary for Archivists, Manuscripts Curators, and Record Managers." *The American Archivist* July 1974: 415-433.

Anthony Grafton. "Future Reading: Digitization and Its Discontents." *The New Yorker*, November 5, 2007. Available in several VSU subscription databases.

Ted Ling. "Shifting the Sands of Time: Moving an Archive." *Journal of the Society of Archivists*, October 2000, 21(2), 169-181. LISTA with full text

Marie C. Malero. "The Care of Collections." In *A Legal Primer on Managing Museum Collections*, 2nd edition, by Marie C. Malero. Washington, D.C.: Smithsonian Institution Press, 1998, pp. 406-417.

Sandra Powers. "Why Exhibit? The Risks Versus the Benefits." *The American Archivist* Vol. 41, No. 3 (July 1978), 297-306.

Thomas H. Teper. "Current and Emerging Challenges for the Future of Library and Archival Preservation." *Library Resources and Technical Services* 49 (1) 2005: 32-39. LISTA

Selected Resources

The Library of Congress Preservation <http://www.loc.gov/preserv/>

Guide to Hollinger Products

<http://www.hollingermetaledge.com/product-guide.html>

The Storage Environment: Georgia Department of Archives and History

<http://palimpsest.stanford.edu/byorg/georgia/envir.html>

ACRL Guidelines for the Security of Rare Books, Manuscripts, and Other Special Collections

<http://www.ala.org/ala/acrl/acrlstandards/securityrarebooks.cfm>

RBMS Security Committee: Theft Reports

http://www.rbms.info/committees/security/theft_reports/index.shtml

Graded Assignments

Preservation Analysis	5%	Due: January 27
Presentation	10%	Due: February 10
Exhibition Survey	15%	Due: March 2
Condition Survey	15%	Due: March 9
Preservation Plan	25%	Due: April 6
Final Exam	30%	Due: April 27

Assignment Synopses

- **Collection Analysis:** An introductory evaluation of books requiring attention
- **Presentation:** A PowerPoint explanation of a current scholarly article about library or archive preservation
- **Exhibition Survey:** An analysis of a display in a library
- **Condition Survey:** An analysis of books in a library's general collection
- **Preservation Plan:** A proposal that details a strategy for a hypothetical library
- **Final Exam:** An essay that answers the question, "Explain the three most important preservation issues in [select a specific library type or archive]?"

Letter Grade Scale

A = Excellent

B = Satisfactory, above average

C = Average, needs revisions to be satisfactory

D = Perfunctory or missing work, below average

F = Unacceptable

Point Equivalent Scale

93-100

85-92

77-84

69-76

below 69

Communicating with the Professor

See "Communicating with the Professor" on the course homepage in BlazeView.

Late Assignments

Assignments submitted late automatically will lose 10 points for every 24-hour period. So, an assignment submitted 5 minutes late will be lowered by 10 points, an assignment submitted 25 hours later will be reduced another 10 points, and so on. A request for an extension should be handled by phone.

Academic Honesty

"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 behavior are contained in the Student Handbook, Student Code of Ethics."

Special Needs

Students requiring classroom accommodations or modifications because of a documented disability should discuss this need with the instructor at the first class meeting. Students not registered with Special Services Program should contact Special Services in Nevins Hall, Room 2164, (229) 245-2498.

Student Conduct

Behavior--which includes emails, phone calls, discussions, and all communications in BlazeView--is to be respectful and professional. Guidelines are specified in the Student Handbook, Student Code of Ethics.

Student Agreement

Per the VSU VPAA: 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.

Syllabus

Weeks 1-2

J9-J22

J16 MLK Holiday

Terminology: Preservation & Conservation

Banks & Pilette, Chapters 1, 13

Evans et al.; "Paper Terms" in Buck and Gilmore; selected terms in AbeBooks Online Glossary (see list in BlazeVIEW)

Weeks 3-4

J23-F5

Programs & Selection

Banks & Pilette, Chapters 2, 3, 12; Ling

Week 5

F6-12

Exhibitions & Care of Collections

Banks & Pilette, Chapter 11; Powers; Malaro

Week 6

F13-19

Preservation Planning, Environment, and Design

Banks & Pilette, Chapters 5, 7; Basbanes "Into Thin Air"

Weeks 7-9

F20-M11

Work on Surveys

Week 10
M12-18
Spring Break

Week 11
M19-25
Security

Banks & Pilette, Chapters 8, 10; Basbanes "The Blumberg Collection"; ACRL Guidelines;
RBMS Security Committee

Weeks 12-13
M26-A8
Digitization

Banks & Pilette, Chapters 6, 17, 18; Grafton; Conway

Weeks 14
A9-15
Issues & the Future
Cloonan; Teper

Weeks 15
A16-22
Ethics
Baker; Berger

Week 16
A23-A29
Work on Final
Final Due April 27

Week 17
A30 Last day of Classes

Note: The instructor may adapt or change the syllabus and/or the assignments according to circumstances that might arise during the semester.

LAST UPDATED DECEMBER 12, 2011