



James L. & Dorothy H. Dewar  
COLLEGE of EDUCATION  
& HUMAN SERVICES  
VALDOSTA STATE UNIVERSITY

## Department of Library and Information Studies

### MLIS 7440 Electronic Resources in Libraries Summer 2021 Three Credit Hours

#### INSTRUCTOR INFORMATION

Xiaoai Ren

229-249-2726

[xren@valdosta.edu](mailto:xren@valdosta.edu)

Website: <https://www.valdosta.edu/about/directory/profile/xren>

Collaborate Ultra/Teams Online Office Hours Available by Appointment

#### COURSE DESCRIPTION

Policies and procedures for managing electronic information resources as a part of a library collection. Selection, budgeting, acquisitions, assessment, copyright, licensing, and preservation are considered.

Prerequisite: MLIS 7000 or consent of the instructor.

#### TEXTBOOKS / RESOURCE MATERIALS

##### REQUIRED TEXT

Johnson, P. (2013). *Developing and managing electronic collections: The essentials*. Chicago: American Library Association.

ISBN-10: 0838911900

ISBN-13: 978-0-8389-1190-7

Please familiarize yourself with the VSU policy that prohibits the use of the Interlibrary Loan service for obtaining textbooks at <https://www.valdosta.edu/colleges/education/master-of-library-and-information-science/documents/MLISPolicyonILLRequestsforTextbooks.pdf>.

#### COURSE OBJECTIVES

Upon completion of this course, the student will be able to meet these Student Learning Outcomes (SLOs). The SLOs are aligned with MLS program objectives (<https://www.valdosta.edu/colleges/education/master-of-library-and-information-science/our-program/>):

- SLO 1. Discuss policy alternatives and application procedures for evaluation and acquisition of electronic resources.
- SLO 2. Describe access and licensing issues involved in managing electronic resources.

SLO 3. Apply criteria for identification, selection, sustainability, and preservation of materials in electronic formats.

SLO 4. Design workable budget scenarios for acquiring electronic products for library collections.

SLO 5. Use relevant documentation and tools.

This course covers the following American Library Association Core Competences of Librarianship (<http://www.ala.org/educationcareers/careers/corecomp/corecompetences>):

1. Information Resources: The librarian understands the concepts and issues related to the lifecycle of recorded knowledge and information; the acquisition and disposition of resources; and the management and maintenance of various collections.

### **COURSE ACTIVITIES/ASSIGNMENTS/REQUIREMENTS**

The following list is a brief overview of the assessments used to measure learning outcomes included in this course. Complete instructions for each assignment along with grading criteria will be posted on the BlazeVIEW course site in advance of that assignment's due date.

#### **Weekly Discussions (SLO1, SLO2, SLO3) – 28 Points**

You will participate in 4 threaded discussions related to course readings on BlazeVIEW. You are expected to make meaningful contribution and interact with your classmates.

#### **Library E-Collection Profiles (SLO5) – 12 Points (Due 6/22/2021)**

Describe the current state of the presence of e-resources on the two assigned websites of the libraries that will serve as starting points for your hypothetical collection project. Include entities that relate to the library's provision of e-resources such as the library's mission and its collection development policy/guiding principles. Include a brief overview of the community of users served by the libraries. Submit to the Assignment folder.

#### **E-Resource Selection & Evaluation Worksheet (SLO4) – 25 Points (Due 7/13/2021)**

You will select a topic and audience for your course project from a list of topics provided by the instructor. Based on your selected topic and audience, you will investigate **four** types of electronic products. You will use a worksheet (provided in the **Assignment Guidelines and Grading Criteria Module**) to collect data about the features, availability, technical requirements, cost, usability, licensing restrictions, and sustainability/preservation concerns of those four electronic resources. Submit to the Assignment folder.

#### **Electronic Collection Development Project (SLOs 1, 2, 3, 4, 5) – 35 Points (Due 7/27/2021)**

Assemble a report that starts by introducing the hypothetical collection project for which you are developing a small-scale electronic collection. Summarize the research from the Library E-Collection Profiles you completed earlier in the semester as it applies to your proposed electronic collection. Make sure you cover the required content, and discuss the issues defined in the guidelines for this project (and listed on the grading criteria). Format the data you compiled on the E-Resource Selection & Evaluation Worksheet into an itemized purchasing list. Submit to the Assignment folder. Submit to your LiveText account. **Successful**

**completion of this assignment is necessary to fulfill requirements for this course.**

### **SUBMITTING ASSIGNMENTS**

All written work must be submitted as attachments to the assignment modules in the BlazeVIEW course website using required formats. 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 <https://www.valdosta.edu/administration/it/solutions/>. Their telephone hotline is 229-245-4357.

### **LATE SUBMISSIONS, MISSED ASSIGNMENTS, & MAKE UP ASSIGNMENTS**

All course work is due inside BlazeVIEW on the date and time indicated on the course calendar. Any exceptions 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 (this does not include discussion boards – due to the interactive nature of these, graded discussion posts must be completed according to the course schedule). Twenty percent of the assignment grade will be deducted from the student's score for every additional 24 hours. **The instructor does NOT accept work that is more than five (5) days late without prior consent.** If you inform me of extenuating circumstances **before** the deadline, we can work out a solution for submitting a late assignment without penalty. Completely skipping an assignment is not acceptable in graduate school. To receive an A in this course requires completing **every** assignment.

If you have not submitted assignments up to the Midterm (**July 1**) in the semester, you are not eligible for an Incomplete at the end of the semester. A grade of Incomplete is also not an option unless a non-academic situation interferes with completion of assignments after the option to withdraw without academic penalty passed. You must request withdrawal through the office of the VSU Registrar.

### **LIVETEXT REQUIREMENT**

There are a number of assessments developed to meet ALA MLIS Program Accreditation requirements for measuring program performance in terms of student learning outcomes. These assessments are embedded in all MLIS core courses and the required collection development elective. LiveText is the online platform that has been selected to track these assessments and all MLIS students are **REQUIRED** to purchase a license for the LiveText system (if you already own a license our domain can be added to your current license). The LiveText Student Membership Standard Edition offers you full access to LiveText for the entire time you are enrolled in a program (a maximum of 7 years).

This course includes an assignment called **Electronic Collection Development Project (ECDP)** that partially fulfill the ALA accreditation requirements on assessing MLIS Program Objectives. You will find it marked as *"necessary to fulfill requirements for this course"* on page 3 of this syllabus. You must submit the final copy of the assignment to **BOTH** your LiveText account and BlazeVIEW.

### **COURSE GRADES**

Course grades will be awarded as follows:

A: 90%–100%  
B: 80%–89%  
C: 70%–79%  
D: 60%–69%  
F: Lower than 60%

No grade below a C will be credited toward a VSU graduate degree and students must receive a grade of B or better to earn credit in core courses and the required collection development elective.

### **ATTENDANCE POLICY**

VSU requires that you attend class in the first week. All course activities will be conducted through BlazeVIEW. Course content is delivered asynchronously according to the course calendar. It is your responsibility to participate in all course activities and submit assignments on time. It is in your best interest to log into the course at least several times each week (daily is best) to check announcements, discussion board posts, and emails.

### **COMMUNICATION**

Communication will be conducted through BlazeVIEW email, postings and replies in the discussion board, and/or BlazeVIEW announcements. Check these areas at least several times per week (daily is recommended) as you are responsible for knowing all information communicated through these channels.

VSU requires that all correspondence between the student and the instructor be conducted through official university channels. To that end, all email correspondence related to this course is to be sent using the email client built into the BlazeVIEW course website. For other correspondence with any VSU faculty members or administrative offices, please use your VSU email account.

A **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. You are expected to subscribe to and read the Faculty Office discussion board regularly. If you contact me via e-mail, I will get back to you within 48 hours or sooner. If you would like to speak with me over the phone or using the Collaborate Ultra classroom, please schedule an appointment with me via email.

### **PROFESSIONALISM**

The Department of Library and Information Studies expects you to pursue your academic endeavors and conduct yourself in a professional and ethical manner. All work submitted in the course must represent your own efforts. Cite sources and include reference information. You should communicate in a professional manner in both speech and writing and maintain a professional attitude, being respectful to others and their viewpoints. Exercise an awareness of the pervasiveness of the online environment and strive to maintain a professional online presence.

### **ACADEMIC INTEGRITY**

You are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the Student Code of Conduct (<https://www.valdosta.edu/administration/student-affairs/student-conduct-office/student-handbook.php>) and the COEHS Policy Statement of

Plagiarism (<https://www.valdosta.edu/colleges/education/deans-office/policy-statement-of-plagiarism.php>). All students are expected to do their own work and to uphold a high standard of academic ethics. Consequences for acts of academic dishonesty are detailed in the COEHS Policy Statement of Plagiarism.

For more information, visit Academic Honesty at VSU (<https://www.valdosta.edu/academics/academic-affairs/academic-honesty-at-vsuing.php>).

### **STUDENT OPINION OF INSTRUCTION SURVEY**

At the end of the term, all students will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available through SmartEvals. Students will receive an email notification through their VSU email address when the SOI is available (generally at least one week before the end of the term). SOI responses are anonymous to instructors/administrators, and they will be able to access results only after they have submitted final grades. Before final grade submission, instructors will not be able to see any responses, but they can see the percentage of students who have or have not completed their SOIs. While instructors will not be able to see student names, an automated system will send a reminder email to those who have yet to complete their SOIs. Students who withdraw or drop a course will also be sent invitations to complete the Dropped Course Survey. Complete information about the SOIs, including how to access the survey, is available on the SOI Procedures webpage (<https://www.valdosta.edu/academics/academic-affairs/sois/>).

### **TITLE IX STATEMENT**

Valdosta State University (VSU) is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment. VSU is dedicated to creating an environment where all campus community members feel valued, respected, and included. Valdosta State University prohibits discrimination on the basis of race, color, ethnicity, national origin, sex (including sexual harassment and sexual violence), sexual orientation, gender identity, religion, age, disability, genetic information, or veteran status, in the University's programs and activities as required by applicable laws and regulations such as Title IX. The individual designated with responsibility for coordination of compliance efforts and receipt of inquiries concerning nondiscrimination policies is the University's Title IX Coordinator: Dr. Sherolyn Hopkins, [titleix@valdosta.edu](mailto:titleix@valdosta.edu), Student Union, Suite 3106, Valdosta State University, Valdosta, Georgia 31698, 229-333-5941. To file a report (not make an inquiry) please visit [https://cm.maxient.com/reportingform.php?ValdostaStateUniv&layout\\_id=7](https://cm.maxient.com/reportingform.php?ValdostaStateUniv&layout_id=7)

### **ACCOMMODATION STATEMENT**

Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V), 229-375-5871. For more information, please visit VSU's Access Office (<https://www.valdosta.edu/student/disability/>) or email [access@valdosta.edu](mailto:access@valdosta.edu)

### **Helpful Links**

Technical Support (IT helpdesk)	<a href="https://www.valdosta.edu/administration/it/solutions/">https://www.valdosta.edu/administration/it/solutions/</a>
Center for eLearning (support for BlazeVIEW)	<a href="https://www.valdosta.edu/academics/elearning/">https://www.valdosta.edu/academics/elearning/</a>

Academic Support Center	<a href="https://www.valdosta.edu/asc/">https://www.valdosta.edu/asc/</a>
Hope Connect (Mental Health Services)	<a href="https://www.valdosta.edu/administration/student-affairs/student-health/hope-connect-about.php">https://www.valdosta.edu/administration/student-affairs/student-health/hope-connect-about.php</a>