

**School of Library and Information Science  
Catholic University of America  
CLSC 813 The School Library Media Center – Spring Semester 2008  
Location: St. Charles Borromeo Catholic Church  
Parish Community Center  
3304 N. Washington Blvd., Arlington, VA 22201  
Thursday 4:30pm to 7:00pm  
Instructor: Stephanie D. Hines  
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Office Hours: I will make myself available when needed. Please give me a call if you need to meet with me outside of class hours.

**Course Description**

Philosophy, objectives, staff, organization and management, collection, facilities, budgets, and services of school library media centers. Emphasis on the role of the media specialist and the function of school library media centers within the total school program. Provides a foundation for practicum experiences in school library media centers.

**Online Component**

This course will have an online component.

**Required Text**

American Association of School Librarians/Association for Educational Communications and Technology. Information Power: Building Partnerships for Learning. Chicago: ALA, 1998. All assignments must be documented APA style.

**Attendance**

Attendance is expected. Lack of attendance will have a negative impact on your grade.

**Plagiarism /Academic Honesty**

You'll find Academic Affairs policies on "Academic Dishonesty" and on "Unethical Practices" in the University Policies and Procedures web page at <http://policies.cua.edu/>. You are held responsible for adhering to these policies. Incidences of academic dishonesty, defined by the University as "failure to observe rules of fairness in taking exams or writing papers, plagiarism, fabrication, and cheating" will result in a grade of F (0 points) on the project or exam in question, and will be reported to the Dean for possible further action (including failure in the course). Talk with your instructor if you have questions about what is involved in such offenses. Plagiarism, which includes "[1] intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise; [2] failure to attribute any of the following: quotations, paraphrases, or borrowed information from print sources or websites; [3] buying completed papers from other to use as one's own work", will not be tolerated.

**Weekly Schedule**

| <b>Date</b>     | <b>Topic(s)</b>  | <b>Reading Assignments</b>       | <b>Please bring to class</b>   |
|-----------------|--|----------------------------------|--|
| January 17      | Introduction to the Class<br>Issues Facing American Education<br>The role of a school library<br>The role of a school library media specialist | Chapter 1                        |  |
| January 24      | Vision/ Mission Statements<br>Standards and other Curriculum<br>Trends: Collection Development   | Handouts                         | A mission and vision statement of a school district, individual school and if you can find it, a school library. |
| January 31      | Curriculum Development   | Chapter 4                        | At least five pages of any curriculum document (science, math, art, etc)   |
| February 7      | Curriculum Integration   | Handouts                         | Two lesson plans from any K-12 school subject  |
| February 14     | Information Literacy   | Handouts; Chapter 2              |  |
| February 21     | Collaboration  | Chapters 3, 7                    |  |
| February 28     | Policy and Procedure Issues<br>Patron Privacy Issues   | Checkout school library policies | Bring policy to class  |
| <b>March 6</b>  | <b>No Class (Spring Break)</b>   |                                  |  |
| March 13        | Intellectual Freedom Issues<br>Intellectual Property Issues  | Handouts                         | Something that is under copyright.<br>A resource selection policy from a PK-12 school district.                  |
| <b>March 20</b> | <b>No Class – Holy Thursday</b>  |                                  |  |
| March 27        | Out of Class Assignment - TBA  |                                  |  |
| April 3         | Personnel and Planning   | Chapter 6                        |  |

|                 |  |          |   |
|-----------------|--|----------|---|
| April 10        | Budgeting/Grants/Funding Sources               |          | A budget plan you have created for your library |
| <b>April 17</b> | <b>No Class – Founder’s Day</b>                |          |   |
| April 24        | SLMC Advocacy/Public Relations/Marketing       | Handouts |   |
| May 1           | Program Evaluation<br>Professional Development | Handouts |   |
| May 8           | Final Exam                                     |          |   |

### **LM Net**

This class will monitor LM\_NET, an international computer mediated conference for school librarians. You do not have to read every post. This is not recommended. Instead, scan the first line of the post and read those relevant to topics discussed in 813.

To subscribe to LM\_NET:

1. Send an e-mail message  
to: [LISTSERV@LISTSERV.SYR.EDU](mailto:LISTSERV@LISTSERV.SYR.EDU)
  
2. In the first line of the message, type:  
SUBSCRIBE LM\_NET Firstname Lastname

The LM\_NET listserv computer will respond with an informative message, which will ask for a confirmation. You will then be added if you properly follow the directions.

### **Blackboard**

We will be using Blackboard for discuss. More will be explain during the first class.

### **ADA Accommodation**

Students with disabilities requiring accommodation under federal regulations must present a written accommodation request to the instructor by the second class meeting . It is strongly recommended that the student contact the Office of Disability Support Services , Suite 207, Pryzbyla Center (202-319-5211; email [cua-disabilityservices@cua.edu](mailto:cua-disabilityservices@cua.edu), web <http://disabilitysupport.cua.edu/>). This is the University office responsible for disability accommodation and services, and its staff can answer questions about services and requirements regarding documentation. Special accommodations or other arrangements cannot be made without documentation approved by this office.

## Assessment

Because many school districts now require candidates to produce a portfolio during an interview, students in this class will be asked to create the following pieces of work and compile them into a professional portfolio. Late work will result in a lower grade. I reserve the right to deduct points for poor grammar and spelling. Each Paper should be 3-5 pages.

| <b><u>Points</u></b> | <b><u>Assignment</u></b>  | <b><u>Due Date</u></b> |
|----------------------|---|------------------------|
| 10                   | <p><b>Roles of SLMS Professional Reading</b></p> <p>Secure at least three articles that discuss different roles SLMS assume within their buildings. Write a paper of no more than 5 pages comparing and contrasting the roles and how they were viewed by the other educational stakeholders.</p>   | February 7, 2008       |
| 20                   | <p><b>Information Literacy Assignment</b></p> <p>Select three states or school districts that have K-12 information literacy curriculums. Compare and contrast them to each other and the AASL National Standards. Are pieces included that shouldn't be? Are pieces missing? Why? How are technology specific skills handled, if at all?</p>   | March 13, 2008         |
| 20                   | <p><b>Integration/Collaboration Lesson Plan</b></p> <p>Find a curriculum document for a subject other than library/information literacy. (i.e. Science, English, History, Art, etc). Locate a state or school district curriculum document and create a lesson plan that shows integration of information literacy skills with a subject. The lesson plan should include a reflection piece discussing collaboration and integration. It should also include the following sections: SLMS objectives, classroom teacher objectives, student objectives, materials, teacher activities, SLMS activities, procedures, evaluation, and citations to the curriculum documents and all resources used.</p> | April 10, 2008         |
| 20                   | <p><b>School Library Media Center Observation and interview</b></p>   | May 1, 2008            |

|    |   |  |
|----|---|--|
|    | Contact a school librarian and ask to observe them at work for at least two hours. Complete an interview with the school librarian. How do they feel about all of the issues we are discussing in 813? What is their schedule? Do they have a curriculum? Do they work with teachers? If so, how? You will be graded on your ability to report on the issues we discuss in 813 as they exist or do not exist in the library you select. The interview should be in the form of questions and answers. |  |
| 10 | Final Exam  | May 8, 2008  |
| 10 | Portfolio Completion<br>Secure a three ring binder. Include a clean copy of all assignments turned in for this class, as well as a resume, table of contents, and a reflection for each assignment. A reflection is a <u>very brief</u> paragraph explaining the assignment and what you learned.   | May 8, 2008  |
| 10 | Attendance, Class Participation and Blackboard Participation  | Students are expected to attend and participate in all sessions. |

Syllabus is subject to change during the course by instructor