

SYLLABUS: LSC 882 ~ ~ ~ Institute on Federal Library Resources
May 12 – 17, 2008

School of Library and Information Science
The Catholic University of America
882 Institute on Federal Library Resources
May 12 - 17, 2008
9:00 a.m. to 5:00 p.m.

Patricia Evans, Ph.D.

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Course Description

Federal libraries and information centers hold vast resources useful to government and citizens alike. Guided by the experts, Institute participants will gain an understanding of the major issues facing federal libraries today, as well as the outlook for employment in federal librarianship. We will examine the available resources through site visits and via computer. We will also study specific challenges facing many federal libraries today including preservation and electronic records management, emerging technologies, and outsourcing (competitive sourcing). Participants will learn about the career path for federal librarians and information professionals through the site visits and a panel discussion. Practical exercises will supplement the daily visits. In these, participants will apply the knowledge gained from preparatory reading, review of government websites, and the on-site visits, to practical information-seeking scenarios. The focus will be on preliminary study of the agencies and resources coupled with opportunities for hands-on use of the resources and direct interaction with professionals using and producing the resources.

Accommodations

Students requiring accommodations related to a medical condition or learning disability or for any other reason under federal regulations should present a written accommodation request to the instructor by the second class meeting. Students should contact the Office of Disability Support Services, Suite 207, Pryzbyla Center (202-319-5211; email 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.

Attendance

Attendance is expected. For those seeking credit, lack of attendance will have a negative impact on the final grade.

Required Texts and Assignments

There are no required texts. However, students seeking credit are required to complete the daily assignments, the two posts to our wiki, and the final 2-page paper.

Online Activities

A class site has been set up on Blackboard. Students are expected to log into the website to locate assignments prior to each site-visit and submit nightly questions within the stated time frame. We will use Blackboard and a wiki to communicate with each other and to discuss careers in federal libraries and other topics.

Academic Honesty: Please find Academic Affairs policies on "Academic Dishonesty" and on "Unethical Practices" on 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 assignment or exam in question, and will be reported to the Dean for possible further action (including failure in the course and/or dismissal from the academic program). 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.

Institute Site-Visits/Panel

May 12 (a.m.) Library of Congress, National Library Service for the Blind and Physically Handicapped
May 12 (p.m.) Library of Congress
May 13 (a.m.) USPTO (U.S. Patent and Trademark)
May 13 (p.m.) CIA (Central Intelligence Agency)
May 14 (a.m.) NLM (National Library of Medicine)
May 14 (p.m.) FDA (Food and Drug Administration)
May 15 (a.m.) Senate Library
May 15 (p.m.) DTIC, NTIS, NTL and FLICC (at the Supreme Court)
May 16 (a.m.) Smithsonian Institution Libraries
May 16 (p.m.) NDU (National Defense University)
May 17 (a.m.) Supreme Court of the U.S. Library
May 17 (p.m.) Panel on careers in federal libraries

Assessment

Written assignments are posted on the course Blackboard. Assignment work must be posted to the digital drop box by the stated time. Students seeking credit must submit all assignments, including the final 2-page paper, post twice to our wiki and participate in all site-visits.

In general, the following percentages will serve as guidelines in the evaluation of performance and determination of the final grade.

Participation in site-visits 60%

Assignments related to site-visits and participation in wiki 30%

Final 2-page paper 10%