

# Simmons GSLIS 2007-2008 Course Descriptions

This document reflects the total course offerings of Simmons GSLIS as of October 2007. *Please note: not all courses are offered in a given academic year.* For the most up-to-date information, as well as specific course schedules, please see <http://my.simmons.edu/gslis/courses/>. Additional questions can be directed to: [curriculum@simmons.edu](mailto:curriculum@simmons.edu).

**NOTE REGARDING CREDIT HOURS:** For students beginning Fall 2005 and thereafter, all courses are 3 credit courses; students who entered the program prior to Fall 2005 have the option of taking them for 4 credits instead. For more information, please see <http://my.simmons.edu/gslis/curriculum/>.

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## Core Courses:

**Core course requirements for students who entered the program prior to Fall 2005:** 1) LIS 403 or LIS 404 , 2) LIS 407, and 3) LIS 415

**Core course requirements for students entering the program Fall 2005 and thereafter:** 1) LIS 403, 2) LIS 404, 3) LIS 407, 4) LIS 415, and 5) LIS 488

**For specific program requirements, please consult with individual program advisors.**

### LIS 403 - Evaluation of Information Services

The course applies the principles of evaluation research to contemporary information management problems. It covers the fundamentals of identifying and investigating problems relevant to continuous quality enhancement and communicating the results to decision makers.

**Required course for students entering Fall 2005 and thereafter; students who entered prior to Fall 2005 are required to take either this course or LIS 404.**

### LIS 404 - Principles of Management

Designed to acquaint students with the basic management functions of planning, organizing, staffing, directing, and controlling. The course is intended to help provide understanding of human interactions in the workplace and develop the practical problem-solving skills needed to handle managerial problems professionally. Approaches to managing, from authoritarian to participative to laissez-faire, are examined. Readings, case studies, critical incidents, simulations, and discussions.

**Required course for students entering Fall 2005 and thereafter; students who entered prior to Fall 2005 are required to take either this course or LIS 404.**

### LIS 407 - Reference/Information Services

Covers reference services, searching, and sources. Introduces reference concepts and services, such as the reference interview, customer service, evaluating the reference collection, management, ethics, reference philosophy, service in different institutional settings and for diverse populations, and the assessment of reference services. Students learn how to search in digital and print sources, including full-text information retrieval in subscription services and the freely available Web. Students become familiar with over two hundred core, fundamental print and digital sources.

### LIS 415 - Information Organization

The phenomena, activities, and issues surrounding the organization of information in service of users and user communities. Topics include resource types and formats, information service institutions, markup, descriptive metadata, content standards, subject analysis and classification, and the information life cycle. Readings, discussions, examinations, and oral and written exercises.

### LIS 488 - Technology for Information Professionals

This is a course that provides the conceptual foundation and context of computing, Internet, and digital publishing technologies as used in information-intensive professions. The course serves as a gateway to all other technology courses offered at GSLIS beginning with the Fall 2005 semester. The course provides an overview of how computers, telecommunications, networking, and digital publishing function. Particular emphasis is upon terminology that appears in the professional literature. Students are strongly encouraged to take this course early in their course program. **This is a required course for students entering Fall 2005 and thereafter; it does not replace the Technology Orientation Requirement, which provides hands-on skills.**

## GSLIS MS Elective Courses:

### **IDIV 501 - Globalization and Diversity**

This course is an intensive examination of the importance of multicultural competence for the graduate professional programs and upper level undergraduates at Simmons College.

Undergraduates and students in the graduate schools of Social Work, Management, Library Science and Health Studies will increase their cross-cultural awareness, knowledge and skills to respond appropriately to the problems and opportunities of both domestic and international demographic changes and globalization.

Additionally, the multidisciplinary nature of this course provides opportunity for multilevel discussions and interventions (individual, group, organizational and institutional) as students are exposed to problems specific to professional areas other than their own while also investigating the commonality of cross cultural dilemmas in all professions. The class uses the recent hurricane Katrina disaster as a case study that will help integrate multidisciplinary perspectives and bring them to discussion.

### **LIS 406 - Organization and Management of School Library Media Centers**

Philosophy of school library/media center programs (preK-12) and its contribution to the overall aims of education. Planning, equipping, and administering the library/media center, with emphasis on technology and program development. Consideration of the library/media program at local and system-wide levels, including differentiated staffing and budgeting patterns. Course methodology includes readings, discussion, field contacts, group activities, and written work.

### **LIS 408 - User Instruction**

This course offers an overview of user instruction, including needs assessment, planning, educational strategies, and evaluation of programs in all types of libraries. Critical evaluation of concepts of information literacy, learning theories, and the goals of user instruction. Application of best-practices principles in development of user instruction program modules for either oral

presentation or online tutorials. Readings, discussion, guest lectures, oral presentations, and a term project. **Prerequisite: 12 semester hours.**

### **LIS 409 - Literature of the Social Sciences**

Overview of social science information, environment, structure of resources, and users. Emphasis upon navigating through an increasingly interdisciplinary and cross-disciplinary body of knowledge. Discussion will include the evolution of the various disciplines, organization of inquiry, and role of research methodologies. Techniques used to evaluate social science information are covered. Typically includes guest speakers and field trips. **Prerequisite: LIS 407.**

### **LIS 411 - Information Sources for Children**

This course introduces criteria and professional tools for evaluating and selecting nonfiction books, reference materials, periodicals, nonprint materials, and electronic resources to serve the varied needs and interests of children in public libraries and school library/media centers. Considers changing forms of material and aspects of how content is influenced by format. Examines the usefulness of library catalogs and other access tools in guiding children to appropriate information. Attention is given to theories of critical thinking and information literacy to expand understanding of children as users of information.

### **LIS 412 - Library Programs and Services for Young Adults (formerly LIS 531L)**

This course examines the planning and delivery of information and recreational services to meet the diverse needs of young people between the ages of 12 and 18 in public libraries and school library/media centers. Examination of the developmental tasks of adolescents and relevant social, educational, and demographic trends. Emphasis on the development of library policies and collaboration with youth-serving community agencies. Attention to communication and program skills and the promotion, funding, and evaluation of library programs and services for teenagers.

**LIS 413 - Literature of the Humanities**

The purpose of this course is to introduce students to the numerous types of standard and current works, reference materials, bibliographic sources, and Web portals in the humanities. In addition, the course emphasizes various approaches to searching for information and to the bibliographic structure of disciplines. Students will evaluate sources, search for information, and investigate topics in the humanities. **Prerequisite: LIS 407.**

**LIS 414 - Organization and Management of Corporate Libraries**

This course examines the history, types, staffing, development, and future of company libraries in the United States. Specific attention will be given to examples of highly successful models as well as those corporate information centers which have encountered problems. Recent research on the value of information professionals and the perceived value of corporate libraries will be examined in detail. Methodologies to evaluate the company library will be discussed. Comparative data on corporate libraries in the U.S., Europe, and Japan will be included in this course.

**LIS 417 - Subject Cataloging and Classification**

This course addresses the theories, principles, and practices of subject cataloging and classification. It covers the application of national standards to the creation of bibliographic records and to the construction of catalogs in libraries and other information environments. It teaches the fundamental concepts of subject cataloging including: understanding the various approaches to and pitfalls in determining aboutness; vocabulary control; the theoretical foundations, structure, and the application of LCSH in subject cataloging; classification theory; and the application of the major classification schemes (DDC and LCC). The course also includes examinations of authority control for subject headings, the MARC format for classification data, and other major subject access systems from around the world, including UDC, Colon, Bliss, Expansive classification, PRECIS, FAST, TGM, AAT, MeSH, Sears, etc. May include readings, discussions, presentations, exams, and written exercises. **Pre-requisite: LIS 415.**

**LIS 418 - Technical Services**

Organization, administration, and functions of technical services, including selection, acquisition, and management of monographic, serial, print, and electronic resources; management of metadata, cataloging, and preservation functions; commercially available technology and services, including outsourcing and vendor-supplied metadata, to support technical services functions; and consortial purchasing and other cooperative projects. Course may include lecture, readings and discussions on current topics, guest lectures, field trips, papers, and other individual projects.

**LIS 419 - Subject Analysis**

Design, evaluation, and improvement of systems providing subject access to information resources. Indexing, classification and taxonomy, indexing language development, abstracting, algorithmic approaches. Subject organization and retrieval in a range of information systems and settings, including Web sites, subject gateways, and digital libraries. Practical exercises, individual or group projects, in-class presentations. **Prerequisites: LIS 407 and LIS 415.**

**LIS 420 - Book Publishing and Librarianship**

The course focuses on the book publishing industry and its relationship to the library profession. Students examine all the segments of the publishing process: editorial, design, manufacturing, marketing, and sales. The course explores current issues in the book publishing industry; it helps librarians develop critical skills to evaluate books; it clarifies aspects of copyright as related to printed material; and it provides information about ways libraries can influence what appears in print and can take advantage of current conditions in the publishing marketplace. Also included are guest speakers from the publishing industry, media presentations, and individual research papers.

**LIS 421 - Social Informatics**

“Social Informatics” refers to the body of research and study that examines social aspects of computerization—including the roles of information technology in social and organizational change and the ways that the social

organization of information technologies are influenced by social forces and social practices. This graduate seminar is for students interested in the influence of information technology in the human context, including cultural heritage, professional concerns, and social inequities. The course introduces some of the key concepts of social informatics and situates them into the view of varied perspectives including readers, librarians, computer professionals, authors, educators, publishers, editors, and the institutions that support them.

#### **LIS 422 - Literacy and Services to Underserved Populations: Issues and Responses**

This course provides an overview of the social, economic, and political impact of adult functional illiteracy in the United States; it discusses the issue at both the federal and state level with implications for library involvement at the community level. Emphasis will be placed on the analysis of the literacy needs of a community and at the development and implementation of programs to meet that need. It will introduce advocacy, training, budgeting, staff recruitment, student assessment and instruction, publicity and program evaluation of both traditional and innovative library-based literacy/ESOL programs; it will suggest approaches to serve traditionally under-represented communities by exploring how to improve equity of access to those populations.

#### **LIS 423 - Storytelling**

This course examines cultural origins and contemporary practices of oral storytelling. It explores the psychological and social value of stories and practical and ethical issues in selecting, adapting, and presenting story materials. Students observe and practice storytelling and develop a personal repertoire of stories. Readings, class discussion and exercises, and course assignments will acquaint them with a wide variety of story types, skills of story presentation, and the development of story programs.

#### **LIS 424 - Moving Image Collections in Libraries and Archives**

Moving images are a major medium for information, communication, education, research,

and artistic expression. This course is an introduction to the management and use of moving image collections in libraries and archives. Course topics include: history of the technology; development of moving image archives; film, video and new media care and handling and current preservation issues; providing intellectual access; field-specific systems of description and standards; appraisal; curating a film archive and the role of the programmer. *Prerequisite: LIS 415.*

#### **LIS 425 - History of the Book**

The course will cover a wide variety of topics concerned with the history and development of the book, both as a physical object and as the bearer of intellectual content. Therefore, the lectures/discussions will look at two different kinds of phenomena: the physical properties of the objects that carried written and pictorial texts and the intellectual use to which books have been put. A third area that the course will address picks up the miscellaneous but important issues of the world of libraries; the antiquarian and out-of-print book trade; remainders; handling, storing, caring for, repairing, and conserving books; legal considerations of book/text ownership and use; and other areas of book history. Students will be introduced to the extensive vocabulary of the book world. With a mastery of this new vocabulary, the students will have a grasp of a subject of extraordinary breadth, boundless fascination, and endless debate. As Milton said, "A good book is the precious life blood of a master spirit." This course will explain why.

#### **LIS 426 - Curriculum Frameworks and Instructional Strategies for Library Teachers**

This course provides an in-depth examination of the organization, structure, and content of the Massachusetts Curriculum Frameworks. Students will identify those aspects of these standards and frameworks that link to student achievement through library based learning, instruction and activities. Emphasis will be on the planning, organization, and implementation of library-based instructional activities; the use of library instructional techniques to implement frameworks, content and skills; and library-teacher classroom collaboration. Cross-disciplinary learning,

discovery-based learning, differentiating instruction, and literacy and research skills will be key topics.

**LIS 427 - Issues in Information Policy**

This course covers a wide range of issues associated with government, national and international, that are of importance to various stakeholder and interest groups. The course, which is intended for information managers, focuses mostly on national governments, and it specifically examines basic information policies and, to some extent, those of international organizations; the policy formulation and review process; the political economy of information; information management in the context of life cycle management; and especially intersections and differences between and among stakeholders and interest groups.

**Prerequisite:** LIS 407.

**LIS 428 - U.S. Government as Publisher**

Within an information policy context, the course examines the life cycle of government information, with particular emphasis on public access issues, the evolution from distribution to dissemination, and the emergence of e-government—a multi-faceted concept. Students learn to navigate through a rich body of current and historical literature.

**LIS 430 - Business Information Sources and Services**

A survey of print and electronic information sources as well as coverage of basic business concepts is provided. It will include sources basic to business, finance, trade, company and industry reference and be both national and international in scope. The objective is to familiarize students with source material including government sources and statistics and industry and trade literature, used for business research. Attention will also be paid to the information needs of business people and researchers as well as the issues and concerns associated with business information gathering and research. **Prerequisite:** LIS 407.

**LIS 431 - Instructional Strategies for Effective Teaching and Learning in the School Library Media Center**

This course provides an in-depth look at the pedagogy of teaching and learning, including an analysis of the research base that informs the use of specific instructional strategies as it relates to pedagogy. It is structured to enable the future library teacher to understand his/her role and responsibilities as a teacher and instructional partner with the classroom teachers with whom they will work. Students will be exposed to preparation of presentations utilizing computer technology and presentation software, distance learning technology and copyright.

**LIS 433 - Oral History**

This course has four components: 1) studying the ethics and responsible practice of oral history; 2) studying the mechanics of analog and digital recording; 3) developing a project to document a life, event, occupation, family, institution or experience; 4) archiving, providing access to and preserving analog and digital recordings. The class will make use of films, field trips and guest lecturers. All projects must secure the approval of the Simmons College Internal Review Board.

**LIS 434 - Medical Librarianship**

Basic concepts and trends in the organization and management of the medical library. Selection, organization, and utilization of print and electronic medical literature and information. Emphasis on the institutional and environmental information needs of medical education, research, and practice in which the health sciences librarian works. Utilization of the online databases and controlled vocabularies from the National Library of Medicine and experience in the navigation, identification, and evaluation of Internet-based medical and health information resources. Current and future trends in health sciences librarianship.

**LIS 435 - Music Librarianship**

Scope, types, and functions of music libraries; their physical and intellectual organization and administration. Included are principles and techniques of selection, acquisition, classification, cataloging, binding, storage, and dissemination of music materials; principles, techniques, and materials of music reference and research; music publishing and recording, including listening facilities; and philosophy and functions of the music librarian. Ability to read music and substantial music literature background required.

**Prerequisite:** LIS 415.

**LIS 437 - Legal Information Sources**

Study of legal information; origins, organization, dissemination, and use of legal media, as well as techniques of basic legal research. **Prerequisite:** LIS 407.

**LIS 438 - Introduction to Archival Methods and Services**

Fundamentals of a wide range of archival activities including appraisal, acquisitions, arrangement, description, reference, and access. Overview of history and terminology of the profession. Discussion of the types and varieties of archival repositories and the value of historical records beyond traditional research use. Course includes a required 60-hour internship completed in an archives or manuscript repository. **Required course for Archives Management Concentration.**

**LIS 439 - Preservation Management in Libraries and Archives**

This course covers the fundamentals of planning and managing programs of prevention and remedial treatment for the preservation of information resources in libraries and archives. The study of the nature of all types of materials and the factors contributing to their deterioration serves as background. Preservation planning topics, such as environmental control and light, security, risk management, fire prevention, housekeeping and storage, general collections maintenance, and testing methods are covered. Additional topics include: emergency planning in the areas of preparedness, mitigation and response; selection of materials for basic repair, conservation or

reformatting; budgeting for preservation activities; preservation training for staff and users; digital preservation; and cooperative programs. Course includes readings, guest lectures, media presentations, field trips, demonstrations, and individual projects.

**LIS 440 - Archival Access and Use**

Explores access to and use of archives and manuscript collections within the framework of archival description and representation. How archives are described and the surrogates that are used to represent them profoundly impact their access and use and are central to the archives profession. Students will explore various types of archival use including exhibits (physical and virtual) in addition to the creation of surrogates for primary sources and will gain a theoretical and practical understanding of EAD (Encoded Archival Description) as well as other emerging metadata standards. Course includes a 60-hour internship project completed in an archives-related setting. **Required course for Archives Management Concentration. Prerequisite:** LIS 438.

**LIS 441 - Appraisal of Archives and Manuscripts**

Archival appraisal, or the assessment and evaluation of archival records to determine their continuing value for permanent retention, is one of the central and most critical challenges and responsibilities of the archivist. Building on the introductory exposure to appraisal offered in LIS 438, this course will focus on developing a theoretical framework for appraisal. It will introduce students to the theories and methodologies of appraisal and will explore appraisal models developed and implemented within the profession. It will place the issues and activities within the context of the documentation of society and the preservation of organizational and community memory.

**LIS 442 - Establishing Archives and Manuscript Programs**

Developing a knowledge base that encompasses a variety of competencies around sustaining an archives is vital for archivists, who often work in small one- or two-person repositories or may face the challenges of establishing new repositories.

This course will analyze the requirements of such small or emerging programs and focus on the ways to develop strategic plans, locate and pursue sources of funding, market and design outreach, understand the physical and intellectual resources of an archival facility; and sustain program growth. The class will also examine these issues within the context of different types of archives (i.e. government, academic, historical societies).

**Prerequisite: LIS 438.**

**LIS 443 - Archives, History, and Collective Memory**

This is a bridge course between Archives and History that explores the relationship between historical events, the creation and maintenance of archival records, and the construction of collective memory. It analyzes the role of archives and records in the process of documenting and remembering (or forgetting) history. Focusing on twentieth century events, it considers such archival issues as repatriation, records destruction, contested history, and memory construction. These issues are presented within the context of various types of records such as genealogical records, oral records, and records of material culture (artifacts) in addition to traditional print materials. **Required for Dual Degree**

**Archives/History students. Prerequisite: LIS 438 for Archives Concentrators and Dual Degree students.**

**LIS 444 - Archiving and Preserving Digital Media (formerly LIS 531K)**

The preservation and retention of media in digital environments are increasingly urgent issues for archival digital repositories. This course focuses on archiving and preserving a wide variety of digital media (primarily text, image, sound, moving images, and web sites) as well as thinking in a long-term way about overcoming the many challenges. Topics under discussion will include the characteristics of digital media that make a difference in their long-term preservation, media formats, rights issues, digital asset management, each addressed theoretically, historically, and practically. **Please note: This class is not limited to Archives concentrators. All students are welcome. No pre-requisite.**

**LIS 446 - Art Documentation**

Generation, management, and dissemination of art information in art libraries, visual collections, and museums. Examination of art historical methodology and impact of new technologies of research; challenges of developing collections with uniquely formatted materials; developments in technologies and their impacts on art libraries; developments in cooperative programs to establish standards for cataloging, organizing and disseminating visual materials; interrelatedness of automated documentation projects in libraries, archives, visual collections, and museums. Course requires class discussion, reading and written assignments, an individual or group project and in-class presentation.

**LIS 447 - Collection Maintenance**

This course in preservation management deals with the planning, implementation, and management of an effective collections maintenance program, including an effective repair program for a small/medium general collection. Topics include developing criteria for the selection of items in need of repair, binding, or replacement; learning the proper repair and housing techniques for bound and unbound materials in order to be able to administer an in-house repair program; selecting and processing materials for remote storage facilities; the cost factors involved in developing a collections maintenance program for general collections; and selecting and managing staff, space, equipment, and supplies for such a program.

**LIS 448 - Preservation Technologies**

This course in preservation management deals with the understanding of the various technologies available to assist in the preservation of information resources. It explores the benefits and problems of the various technologies and provides a solid basis for a library or archive to select one or more of the technologies as part of a preservation plan for its general collections. The topics include paper splitting; mass deacidification; reformatting technologies such as microfilming, preservation facsimile copying, photoduplication, and digitization; digitization of text, image, audio and

video; digital repositories; environmental controls; and fire suppression and detection.

**LIS 450 - Organization and Management of Public Libraries**

Examines the principles and techniques of planning and delivering public library services to individuals and communities. Emphasis on preparation of a community profile and development of service goals and objectives, with attention to library relationships with other community agencies. Examination of the governance and service structure of metropolitan and town libraries with consideration of political, fiscal and societal trends affecting them. Analysis of the library needs of specific groups and the means of implementing particular programs and services.

**LIS 451 - Academic Libraries**

Survey of the development, current state, and future directions of college and university libraries. The focus will be on broad issues within a context that connects academic libraries, and their infrastructure, with their parent institutions. Such issues include managing change, scholarly communication, publishing, information technology, advocacy, evaluation and assessment, planning, budgeting, and higher education.

**Prerequisite:** LIS 407.

**LIS 453 - Collection Development and Management**

Activities through which library collections are systematically developed and managed are explored, especially the formulation and implementation of written collection development policies. Other specific topics include identification of user needs; collection evaluation; fund allocation among competing departments, subjects, and/or media; selection methods; intellectual freedom; storage alternatives; and cooperative collection development. Course includes readings, guest lectures, and a term project in which a collection development policy for a real information agency is prepared.

**Prerequisites:** LIS 407 and LIS 415 or the permission of the instructor.

**LIS 454 - Digital Information Services and Providers** (formerly "Online Information Services")

Provides a survey of the use and management of commercial electronic resources. The course will focus on search strategies and logics as applied to online databases in bibliographic, full-text, numeric, and directory formats. Focuses on management considerations such as client relationships, collection development, equipment purchasing, and the management of public access services. Trends in electronic publishing both in multimedia CD-ROM and the World Wide Web are explored. Instructional methods include lecture, online demonstrations, hands-on training, and guest speakers. **Prerequisite:** LIS 407.

**LIS 455 - Applied Information Systems Design**

Applied Information Systems Design is the continuation of Systems Analysis in Information Services (LIS 486). In this course, students review the range of information systems used in many information environments and will build a complete information system based on the analysis in the other course or another project of their own choosing. The course goes into much greater depth about the technical and implementation issues, types of commercial information systems, technical white papers, SQL, client-server architecture, applied human-computer interaction. Students should have intermediate-level experience in at least one of the following: Java, Perl, PHP, SQL, JavaScript, ASP, JSP, C++, Macromedia Flash, ActionScript, or GIS and be proficient in at least one of the following: Mac OSX, WindowsXP, Unix or Linux. Code samples are provided in Java and demonstrated as servlets or applets, or asp applications, on the class's Web server running Apache Tomcat, MySQL, with Perl and PHP modules. **Prerequisite:** LIS 488.

**LIS 456 - Managing Records in Electronic Environments**

Records Management is an essential component of archival practice. This course covers the principles, standards, procedures, and technologies utilized in modern recordkeeping and information resources management. Topics include appraisal, scheduling and disposition, systems theory, functional analysis, systems design

and electronic records management and policy.

**Required course for Archives Management Concentration. Prerequisite: LIS 415. (LIS 438 is recommended as a prerequisite for archives concentrators).**

### **LIS 457 - Digital Publishing**

Whether delivered on the Internet or in print, publishers now produce their publications digitally. One of the most significant effects of the digitization of publishing is that the concept of who is a publisher has significantly expanded. Many institutions, particularly libraries, archives, and museums, find themselves assuming the role of publisher. Moreover, these institutions also deliver and manage the digital content they acquire from publishers. This course demonstrates how this content is constructed from both traditional and nontraditional publisher perspectives, such as institutional repositories. The overall goal is to present the “big picture” view of the digital publishing process from conceptualization to final product. This course will introduce students to the core and evolving technologies of digital publishing and the software applications used to create publications. **Prerequisite: LIS 488.**

### **LIS 458 - Database Management**

Principles and practices of database management and database design. Discussion and practice covers database application lifecycle, data modeling, relational database design, SQL queries, reports and other interfaces to database data, and documentation. Lectures also cover Web databases, XML, multimedia databases, and ethical and privacy issues associated with database systems. Individual and group projects.

**Prerequisites: LIS 488 and Technology Orientation Requirement.**

### **LIS 460 - Technology and the School Library Media Center**

This course will prepare the library media specialist for integrating emerging technologies successfully within the work environment. Topics will include resources for curriculum development, such as multimedia programs, CD-ROMs, and the Internet and other online services, as well as automated library systems. There will be an opportunity for

hands-on learning, and for discussion of issues arising from technology implementation. In-service education, with the role of the library media specialist as an active resource person and a leader in technology implementation, will be emphasized throughout the course. **Prerequisites: LIS 407 and Technology Orientation Requirement.**

### **LIS 461 - Multimedia Technology for Information Management**

This course examines first the definition and role of multimedia as an information channel and then considers the application of multimedia in different environments. In this course we examine data modeling for multimedia applications, production, and Web-based distribution. Students will develop a multimedia product, touching on all stages of product development, from needs assessment, storyboarding and resource library (information architecture) to using authoring software, such as Macromedia Flash or dynamic Web applications. There are no programming skills or other technical requirements, other than successful completion of the IT Core Class. **Prerequisites: LIS 488 and Technology Orientation Requirement.**

### **LIS 462 - Digital Libraries**

Digital libraries are regulated collections of distributed networked resources made accessible to users, usually through a transparent and standardized interface. This course will examine publicly and privately funded digital library projects in the U.S. and internationally, and will explore evolving definitions and visions, as well as issues such as preservation and intellectual property. Through hands-on investigation, students will also become familiar with the components of digital libraries, and with digital library research. Assignments will include (but are not limited to) papers and presentations. **Prerequisites: LIS 415 and LIS 488.**

### **LIS 465 - Knowledge Management**

This course introduces information professionals to the basics underlying the KM function—the organization and dissemination of the information that an organization already owns. Seventy-five percent of the course will address KM from a management perspective and the remainder will

introduce the document management issues. Various aspects of managing KM will be covered, such as its link to organizational strategy, costs, benefits, standards, and professionals' roles. Also, operational components will be introduced, including taxonomies, thesauri, indexes, and the retrieval of textual information. Case studies are included.

**LIS 466 - Information Retrieval (formerly LIS 531H)**

This course covers all aspects of Information Retrieval (IR). In this class, students study technical foundations of text-based retrieval: IR models, system evaluation, improvements on retrieval through relevance feedback, human-computer interaction for IR, multimedia IR, and IR in the library, especially Web, library, and digital library applications. Some specific class topics include interactive information visualization, IR and multimedia, free-text searching and the integration of semantically-tagged records, language issues that form domain-specific retrieval research programs (e.g. bioinformatics, medical librarianship; latent semantic indexing, generalized vector model and Markov-chain clustering techniques). **Prerequisite: LIS 488.**

**LIS 467 - Web Development and Information Architecture (formerly LIS 531G)**

Organizing and structuring content to help individuals, communities, and organizations find and manage internal and external Web-based resources and services. Application of current coding, metadata, and style standards to create Web documents. Evaluation of Web site quality and usability, and assessment of resource discovery tools. Strategic planning and user needs analysis for information architecture. Content inventory, organization, and management in support of wayfinding and navigation. Design documents for prototyping large Web sites. Readings, essays, design projects, in-class presentations.

**LIS 469 - XML - eXtensible Markup Language (formerly LIS 531F)**

This course introduces students to eXtensible Markup Language (XML), its role as a standard in enabling and managing metadata applications, and

its application as a data-modeling technique. Students create XML schemas and document type definitions (DTDs), and learn to apply transformations using eXtensible Stylesheet Language (XSL). The course examines a wide range of applications of XML in libraries, archives, and related information settings, and considers the technical requirements of making XML-tagged content available and useful to Web browsers and to metadata harvesting applications such as the Open Archives Initiative (OAI). Topics include XML applications in bibliographic utilities, cross-walks between XML and other systems, the role of XML as an alternative or complement to the structured database model, and managing metadata services with XML. **Prerequisites: LIS 415 and LIS 488.**

**LIS 470 - Visual Communication**

Intensive study and analysis, through illustrated lectures, of visual forms of information and communication. Upon a foundation of the history of graphic forms of communication, semiotics, philosophy, and media analysis, students study the basics of theory and iconographic languages to understand visual information resources in society in general and specifically in libraries, archives, and emerging visually-rich environments. Topics may include visual literacy, rare books, prints and printmaking, typography, photography, posters, ephemera, propaganda, digital images, exhibit construction, and other topics driven by student interests. The readings and activities form a foundation of (a) graphic/visual knowledge, (b) theory, (c) history, and (d) application in LIS. Students will be able to pursue media studies, human-computer interaction, information architecture and related topics with greater understanding.

**LIS 471 - Photographic Archives and Visual Information**

Photographs as visual information. Problems of meaning, context, and definition. Responsibilities of the photo archivist. History of major types of photographic artifacts and development of photographic genres. Characteristics of nineteenth century processes. Special problems of subject access and remote access. Utilization by scholars, visual researchers, and communication industries.

Onsite examination of management practices in a variety of institutions. Guest specialists include, when possible, visitors from special libraries, historical societies, major archives, museums, and picture agencies. **Prerequisite: LIS 415.**

### **LIS 473 - Fiscal Management of Library and Information Systems**

An overview of budget management for libraries, information-related institutions, and projects. Understanding, planning, developing, justifying, and presenting budgets are issues discussed relative to money management tools and techniques. Alternate revenue sources, including the establishment and growth of foundations and endowments, as well as investments, audits, and risk management, are also explored.

### **LIS 475 - Organizational/Information Ethics**

The course will examine the ethical implications of decisions made within various organizational contexts regarding issues such as property ownership, strategy formulation, the utilization of computer technology, employee relations, accountability, conflicts of interest, as well as other topics relevant to today's managers. Participants will examine the ethical implications of cases at the individual, organizational, and societal levels. The course will assist professionals in clarifying and applying their own moral standards and ethical norms, beliefs, and values to unfamiliar, complex situations in which the appropriate application of these values may not be obvious. The course makes no effort to dictate what is "right," "proper," and "just;" that is left to the individual's own moral standards of behavior and ethical systems of belief.

### **LIS 476 - Library Architecture and Space Planning**

The course covers both principles and practice of all stages of library space planning from justifying a new building/renovation to post-occupancy evaluation. Students will learn in a variety of formats including lectures, visiting libraries individually and as a class, readings, class discussion, and evaluation of architectural drawings. Practical experience in developing a space plan including organization and distribution of services, building philosophy, building conditions, space requirements, work flow,

furniture, and equipment. Impact of new and emerging information technologies on library space planning. Other topics include moving libraries, Americans with Disabilities Act, budgets, funding for library buildings, and evolution of libraries and how buildings have changed to meet new needs.

### **LIS 477 - Marketing the Library**

What is marketing and how is it applied to libraries? Should a library utilize advertising, public relations, publicity, promotion, and advocacy in its approach to its customers? Market research, planning, presentations, communication, implementation, and evaluation techniques are primary topics in this analysis and advancement of user needs.

### **LIS 478 - Information Entrepreneurship**

Intended for students considering nontraditional information careers such as (but not limited to) development of information-related products, management of fee-based library services, establishment of information-related entrepreneurship, etc. Emphasis on planning, marketing, and financial management.

### **LIS 479 - Professional and Scholarly Writing**

Analyzes different types of documents librarians are expected to write and use in the course of their professional careers, including job descriptions, memoranda, letters, reports, proposals, etc., and both popular and scholarly papers. Identifies the elements of professional and scholarly writing and provides practice in writing selected documents, with editorial feedback. Acquaints students with the use of computers in writing. Lectures, in-class writing practice and critique, and individual class projects.

### **LIS 481 - Children's Literature and Media Collections**

This course considers critical evaluation and selection of materials for children in public libraries and schools. Examination of the characteristics of major genres of children's books and nonprint formats. Emphasis on evaluation of collections and the development of collection policies and procedures. Attention to the learning needs of

children and to the impact of popular media, societal and teaching trends, and contemporary information technology.

#### **LIS 482 - Library Programs and Services to Children**

This course examines trends and techniques in planning and delivering public library services to children and their families. Attention is paid to the learning needs and recreational interests of children through the various stages of childhood. Students have opportunities for observation and practice of storytelling and other program techniques. Emphasis on planning, developing, funding, publicizing, and evaluating services and programs.

#### **LIS 483 - Young Adult Literature**

This course explores the social and psychological needs and attitudes of adolescents and the literature created especially for this demographic. This class emphasizes the evaluation, selection and oral presentation of books and nonprint materials for young people between the ages of 12 and 18. Special attention is paid to the developmental tasks of this age group with an eye towards literary recommendation. Topics of discussion include the literacy practices of young adults, popular literature for teen readers, and the use of specialized selection materials to develop collections in school and public libraries.

#### **LIS 484 - Literature of Science and Technology**

The structure and properties of the literature of science and technology as they relate to information generation, dissemination, and use. Major reference sources and bibliographic tools encountered in scientific information work, including exposure to machine-readable sources. Collection development, scientific communication patterns, bibliographic instruction, and other topics related to scientific technical information handling. Practical assignments in scientific and technical reference and individual projects.

**Prerequisite:** LIS 407.

#### **LIS 485 - Management of Information Technology**

This course is designed for students who expect to become, work closely with or supervise experts in information technology. IT management concepts

are identified and discussed, including security, working with programmers, R&D, teams, project management, outsourcing, IT outcomes assessment, and change management. The course reviews and analyzes the selection criteria for integrated library systems. It distinguishes and discusses operational activities, such as help desk support, and research or change activities, such as software development or enterprise system implementation. It investigates the implications of technology obsolescence and innovation in the library setting, including evaluation, implementation, and measures of success. The course requires an understanding of networking and internet protocols and introduces the following skill sets for IT management: Visio, MS Project, and the administration of an enterprise open source system. **Prerequisite:** LIS 488.

#### **LIS 486 - Systems Analysis in Information Services**

From a foundation of systems theory, the software- and systems-development life cycles, and intergroup communication, Systems Analysis in Information Services considers all aspects of the analysis of information systems documentation (needs analysis, feasibility study) and improved systems design (logical and physical design (e.g., technical needs; input and output requirements such as forms, screens, and reports, networking, pseudocoding, UML and object-data models, SQL, evaluation and documentation). The course also covers management, personnel, and resource issues of project management, such as “build-or-buy” analysis and communicating with user groups. By casting libraries as small enterprises, students work with a specific library information systems project, such as a digital library project, to construct a professional-grade project analysis, in the form of a project portfolio, and present their analysis to the class. **Prerequisite:** LIS 488.

#### **LIS 488 - Technology for Information Professionals**

LIS 488 is now a required Core Course. Please see page 2.

#### **LIS 490 - International and Comparative Librarianship**

Comparison of American and foreign library systems in terms of national differences in

philosophy, objectives, and services. Evaluation and comparison of collection policies, technical processes, public services, professional training, management, and facilities. Selected in-depth area studies. International cooperation and major projects in the information fields; contributions of international organizations. Guest lectures, presentations, and individual research projects.

#### **LIS 492 - Contemporary Management Theory**

Critical review of the works of the major contributors to contemporary management thought. Focus on basic theories of effective management, with emphasis on creating a greater awareness of one's behavior and its impact on others, and the basic elements needed for working with others in organizations. Topics include leadership, motivation, needs, attitudes, perception, influence, and interpersonal relations. Includes lectures, discussions, exercises, simulations, and applications of course content to class members' real-life situations. **Prerequisite: 12 semester hours.**

#### **LIS 493 - Intellectual Freedom and Censorship**

A multidisciplinary course designed to acquaint students with the meaning and provisions of the First Amendment and the Library Bill of Rights (and analogous documents), legal restrictions imposed on the purchase and circulation of materials, and extralegal activities of organized pressure groups and individuals. Emphasis is on the development of a coherent professional/personal philosophy of intellectual freedom. Readings, case studies, critical incidents, and discussion.

#### **LIS 495 - Apprenticeship (preK-12) (2 - 3 semester hours)**

This is an educational field-based experience at the preK-12 grade level for students who need a field experience as certification requirement. Students will have the opportunity to practice school library skills and methods under the direction of a college supervisor and supervising practitioner. A minimum of 400 clock hours will be arranged. Registration is made by arrangement with the director of the SLT program. *Prerequisite: LIS 495 is a capstone experience that is completed after all pre-*

*practicum course work has been completed. Students who are graduating in a given semester may concurrently take remaining course work and an apprenticeship.*

#### **LIS 498 - Practicum (preK-8) (2 - 3 semester hours)**

This is an educational field-based experience at the preK-8 grade level for students who need a practicum as certification requirement. Students will have the opportunity to practice school library skills and methods under the direction of a college supervisor and supervising practitioner. A minimum of 100 clock hours will be arranged. Registration is made by arrangement with the director of the SLT program. *Prerequisite: LIS 498 is a capstone experience that is completed after all pre-practicum course work has been completed. Students who are graduating in a given semester may concurrently take remaining course work and a practicum.*

#### **LIS 499 - Practicum (7 - 12) (2 - 3 semester hours)**

This is an educational field-based experience at the 7-12 grade level for students who need a practicum as certification requirement. Students will have the opportunity to practice school library skills and methods under the direction of a college supervisor and supervising practitioner. A minimum of 100 clock hours will be arranged. Registration is made by arrangement with the director of the SLT program. *Prerequisite: LIS 499 is a capstone experience that is completed after all pre-practicum course work has been completed. Students who are graduating in a given semester may concurrently take remaining course work and a practicum.*

#### **LIS 500 - Independent Study (2 - 3 semester hours)**

The independent study program provides an opportunity for the student with a distinguished academic record, who has achieved degree candidacy, to pursue an individual topic related to his/her own interests for use in a substantial paper or project. A faculty member guides and advises the student in conferences, reviews preliminary drafts, and assigns the final grade. Academic credit is dependent upon substantial accomplishment at a distinguished level of quality. Members of the faculty actively encourage publication of those

completed seminar studies that represent useful contributions to professional literature. The study proposal must be initiated by the student at least eight weeks before the semester in which it is to be undertaken. The student bears responsibility for formulating the study, approaching an appropriate faculty member, securing his/her consent to act as a sponsor, and submitting a full written statement outlining the study to that sponsor at least four weeks before the semester opens. Approval of the assistant dean of GSLIS must be secured at least ten days before the semester begins. Detailed instructions and Independent Study proposal forms are available from the Admissions Office.

## GSLIS MS Topic Courses:

### Current Topics - LIS 530

The 530 series of courses allows the faculty the opportunity and flexibility to develop courses based on current interests and trends in the field. After a course has been offered several times, the faculty vote on whether it will be entered into the regular curriculum or cease to be offered. Please note: some of these courses may be offered only occasionally rather than on an annual basis.

### LIS 530J - Information Services for Diverse Users

Given the increasing diversity of information users in the United States, information professionals need to learn more about specific groups in order to provide appropriate services. This course examines the special needs and potential contributions of groups that are traditionally underrepresented in information settings. Through readings, discussion, and guest lectures, students will explore diversity issues which impact information services and develop skills for planning, implementing, and evaluating programs for addressing these issues. Specific diversity issues include race and ethnicity; gender and sexual orientation; social class; national origin; physical, psychological, and learning ability; and age. Students will gain experience in addressing diversity issues in two interrelated projects. The first project will involve writing a paper on a particular group and its needs in terms of collection development, programming, or accessibility issues, etc. For the second project, students will build on the first paper in a service learning project with an information center of their choice. Examples of service learning projects include constructing a detailed program or service activity for a specific group; compiling an annotated bibliography of best current materials and digital sources for a specific group; implementing a mentoring program for a specific group; evaluating diversity programs which are already in place; or writing a staff training proposal.

### LIS 530M - Competitive Intelligence

Organizations and organizational units increasingly employ competitive intelligence (CI) to

support decision-making, management, and to build and sustain competitive advantages. As the formal practice of CI has grown in adoption and sophistication, information professionals are often charged with intelligence-related responsibilities. This course examines competitive intelligence models, functions, and practices; the roles of information professionals in CI, and the management of CI. Discussion and practice topics include: intelligence ethical and legal considerations; identifying intelligence needs; intelligence project management, research methods, analysis, production, and dissemination; the uses of intelligence; intelligence sources and tools; managing the intelligence function; and the evolution of CI. A working knowledge of print and electronic business information sources is recommended. *Prerequisite: LIS 404 and LIS 407.*

### LIS 530Q - Southeast Asian Bibliography

The course content will be wide-ranging and designed to assist librarians from Southeast Asia in assimilating and adapting the practices and theories of the U.S. profession to the particular problems of their own institutions.

### LIS 531D - Computer and Network Security

This course offers a thorough introduction to the computer and network security issues facing individuals and organizations (libraries) in an increasingly hostile and dangerous digital society. Issues relating to computing security appear in the news and trade press on a daily basis. Web site defacement, stolen credit card numbers, denial of service attacks, the effects of viruses and worms, violations of privacy, and the loss of data integrity seem to be the norm, rather than the exception. The nation's interest in cyber security, as part of our national defense, has obviously heightened in the past two years. Students will learn who the attackers are, what type of attacks they launch, defenses from attack, and how to recover if an attack is successful. In addition to learning important technologies, such as authentication protocols, access protocols, firewalls, anti-malware technology, server and client hardening techniques, and cryptographic systems, students will learn the importance of viewing security as a business problem including how to assess risk,

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create appropriate security policies, and manage the security function. **Prerequisite: LIS 488 or permission of the instructor.**

**LIS 531E - Human-Computer Interaction (HCI)**

Introduction to a wide range of issues related to the design, evaluation, and implementation of interactive computing systems. Examines the relationship between people and computers/computer-mediated information and the impact of good and bad user interfaces. Discussion of methods of understanding the diversity of users and their tasks. Discussion and practice in developing user interface prototypes and performing usability testing. Topics of lectures and discussion also cover human cognitive and sensory factors, cost-benefit tradeoffs in design, the importance of visual design, typography, and icon design, and accessibility considerations in the design of user interfaces. Individual and group projects. **Prerequisite: LIS 488.**

**LIS 531F - XML - eXtensible Markup Language**

*Please see LIS 469.*

**LIS 531G - Web Development and Information Architecture**

*Please see LIS 467.*

**LIS 531H - Information Retrieval**

*Please see LIS 466.*

**LIS 531I - Research for Generating Knowledge and Organizational Improvement**

Students apply the principles of social research to generate new knowledge and examine contemporary problems that information organizations encounter. They identify and investigate a researchable problem relevant to their concentration. They develop and execute a research proposal. All projects must secure the approval of the Simmons College Internal Review Board. **Prerequisite: LIS 403.**

**LIS 531J - Managing Spatial Information**

This course will cover the principles and fundamentals of spatial information librarianship; focusing on user communities, acquisitions, equipment, cataloging and metadata, GIS,

concepts and trends in management, organization, and use of spatial data collections; including maps, aerial photography, digital data as tables, images and vectors. Emphasis is on the major types, characteristics, selection, acquisition, and procedures of American and foreign maps. Overview of geographic information systems as the primary means to enable the spatial visualization and modeling of government produced and commercially distributed digital data.

**LIS 531K - Archiving and Preserving Digital Media**

*Please see LIS 444.*

**LIS 531L - Library Programs and Services for Young Adults**

*Please see LIS 412.*

**LIS 531M - Descriptive Cataloging**

This course addresses the theories, principles, and practices of bibliographic description. It covers the application of national standards to the creation of bibliographic records and to the construction of catalogs in libraries and other information environments. It teaches the fundamental concepts of descriptive cataloging including: the elements of bibliographic description, the choice of descriptive detail, the description of print and non-print resources, the choice of primary and secondary access points, the creation of personal, corporate, and geographic name headings as well as uniform and series titles, the principles and practices of authority work, and the application of the MARC21 and other encoding standards. The course also includes examinations of current trends and future directions of descriptive cataloging. May include readings, discussions, presentations, exams, and written exercises. **Prerequisite: LIS 415.**

**LIS 531N - Archives for Librarians**

This course is designed to introduce the basic concepts of archival theory and practice to non-archivists who are entering the information profession, and to provide a bridge between archival and library practice. Through special collections, local history collections and web-based exhibits, traditional archival concerns, particularly in areas such as arrangement, description,

authenticity, context and preservation are becoming issues of concerns in the wider information arena. Archives and archival issues are increasingly integrated into library and information activities, archives often exist within libraries, and librarians may find themselves responsible for archival collections. The course will present a general overview of the archival profession in the United States, introduce basic concepts of archival theory and practice as well as current issues in archives management, acquaint students with the professional literature and examine the differences and similarities of the archival and library professions particularly as they relate to the current information environment. ***There is no pre-requisite for this course. Please note: This is a new course voted into the curriculum in November 2006 and will be offered beginning in the 2007-2008 academic year.***

#### **LIS 531O - Rare Books and Special Collections Librarianship**

With the growth of the Internet and the proliferation of electronic applications in librarianship, the role of the Special Collections and Rare Book library has not gotten simpler. In fact, the new technology has added a layer of complexity to the life of the librarian, while many operations remain unchanged. Often, Special Collections/Rare Books Departments are like a library in microcosm, for many of these departments do all of what the parent institution does, in both technical and public services. On top of this, many administrators look to the Rare Books Department and use the department's facilities and holdings for public relations and other fund-raising activities. This course is designed as a practical introduction to Rare Book and Special Collections Librarianship, to cover for the neophyte as well as the experienced librarian the many issues of these departments' responsibilities. ***There is no pre-requisite for this course. Please note: This is a new course voted into the curriculum in November 2006 and will be offered beginning in the 2007-2008 academic year.***

#### **LIS 531P - Foundations of Library and Information Science**

This course is an introduction to the field of library and information science, exploring information professions, services, and institutions, as well as addressing fundamental concepts and theories of information. Topics which will be the subject of discussion and study include settings in which an information professional might work (libraries, information centers, archives, and the information industries), the history of the information professions, the organizational structures of information institutions, the information needs of users and their information-seeking behavior, and information concepts, theories, and practices. The class will engage with current issues and trends affecting the information professions in today's society. Assignments may include presentations, posters, papers, case studies, examinations, and written exercises.

#### **LIS 532 - History of the Book**

*Please see LIS 425.*

## GSLIS Doctoral Courses:

Note regarding credit hours: Existing DA students have the option of taking courses for either 3 or 4 credits. For DA students converting to the PhD program and new students enrolling in the PhD program, all courses will be 3 credits. More information is available at <http://my.simmons.edu/gslis/curriculum/>.

Doctoral students may also take LIS 400- and 500-level core and elective courses.

### **LIS 600 - Supervised Study (1 semester hour for PhD students; 2 semester hours for DA students)**

Open only to students in the doctoral program. Required of all such students (1) not in residence in any regular semester in order to maintain matriculation, (2) not taking a course for credit during the fall or spring semester, and (3) working on their concept paper, proposal, or their field research project. Supervised study may not be applied toward academic credit requirements for the doctoral degree.

### **LIS 601 - Independent Study for Doctoral Students (3 semester hours)**

Independent Study offers an opportunity for the doctoral student to pursue individual study related to aspects of management not covered in detail in the regular course offerings. Independent Study may be a reading course, a group investigation of a topic of mutual interest, or a directed research project. An end result will be an oral presentation to the faculty supervisor and the Committee on Doctoral Studies, as well as a possible paper of publishable quality.

### **LIS 620 - History, Concepts, and Research Opportunities**

LIS 620 serves as a foundation and a cohort-building course. The course takes an international perspective in exploring historical developments, current issues, and research activities of interest to library and information science, archival studies, and related information fields. It reviews the history and major developments in LIS education and considers the role of scholarship in higher education. It introduces key topics related to the

research process, including problem identification, funding opportunities, the communication of findings, use of human subjects, research ethics, and research misconduct. Assignments include papers, presentations, leading classroom discussions, and completion of the Simmons College Institutional Review Board "Investigator 101" module. ***This is the required first course for PhD students.***

### **LIS 621 - Conducting Research**

This course addresses the theories, principles, and practices of social science research. It examines reflective inquiry (including the development of the problem statement, literature review, theoretical framework, logical structure, research objectives, and questions/hypotheses) and research design, data collection methods, and data analysis. The course also covers generalizability, reliability and validity, and the report and presentation of research results. Methods in quantitative and qualitative data analysis are introduced. Students are able to develop their own research proposals and select appropriate methods based on specific research questions. The course builds on themes and research concepts introduced in LIS 620: History, Concepts and Research Opportunities. The course requirement might include assignments, quizzes, research projects, and presentation of the research results. ***Prerequisite: LIS 620***

### **LIS 666 - Advanced Problems in School Media Center Administration**

Application of management theory to the school library media program at the system/district level. Emphasis on system-wide coordination, principles, and methods of supervision; program development and implementation; and newer trends. A field-based component of 75 clock hours in this course is required. ***Prerequisite: LIS 406 or equivalent.***

### **LIS 667 - Internship S/D (preK-12)**

An educational experience consisting of 150 clock hours in actual service in a public school system in which the candidate acquires practical supervisory experience under the direction of a local employer. Supervision and evaluation are the responsibilities

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of the director of the SLT program. Registration is arranged with the director of the SLT program for the Supervisor/Director certificate. A student who intends to become certified as a Supervisor/Director is required to take the appropriate field work components in LIS 667-669.

#### **LIS 668 - Practicum S/D (preK-12)**

An educational field-based experience for students who need a practicum as Supervisor/ Director certification requirement. Students will have the opportunity to practice supervisory skills and media methods under the direction of a faculty member and cooperating practitioner. A minimum of 75 clock hours will be arranged. Registration is arranged with the director of the SLT program. A student who intends to become certified as a Supervisor/Director is required to take the appropriate field work components in LIS 667-669.

#### **LIS 669 - Clinical Experience S/D (preK-12)**

An educational field-based experience for students who need a clinical experience per the Supervisor/Director certification requirement. This experience must be in the role as Supervisor/Director at the preK-12 level. Students must demonstrate the ability to integrate content area knowledge with pedagogical theory and practice. A minimum of 400 clock hours or one full semester is required. A student who intends to become certified as a Supervisor/Director is required to take the appropriate field work components in LIS 667-669.

#### **LIS 671 - Managerial Leadership for Library and Information Services**

This course reviews the major contributions to contemporary managerial leadership research, theory, and practice, including such areas as strategic planning, change management, and team building. It also places emphasis on a greater awareness of one's behavior, its impact on others, and the elements needed to influence people to accomplish desired goals in information organizations.

#### **LIS 672 - Research for Managerial Leadership for Library and Information Services**

Research for managerial leadership is positioned

within the larger context of social science research. The course examines the research process from conceptualization of a researchable problem, through the reflective inquiry process, to completion (including review of the publication process). The need for research in library and information science is discussed, as well as trends and issues, types of research studies, problem identification, and the set up and reporting activities of a research study.

#### **LIS 675 - Evaluation of Library and Information Services**

The course applies the principles of evaluation research to contemporary problems related to managerial leadership in the information professions. Building on the *Research for Managerial Leadership for Library and Information Services* course, it covers the fundamentals of identifying and investigating problems relevant to continuous quality improvement and communicating the results to decision makers. It also provides an introduction to statistics and accountability.

#### **LIS 676 - Leadership in Financial Management for Library and Information Services**

This course provides an overview of financial management for libraries, information-related organizations, and projects within the context of identified leadership values. The topics of planning, implementing and reporting on budgets, financial management measures, internal and external communications, partnering, stewardship, and integrity are all issues that are discussed relative to the desired outcomes of institutional accountability, credibility, and trust.

#### **LIS 677 - Human Resources Management for Library and Information Services**

This course is a comprehensive examination of the various functions and best practices of human resource management. This course will cover human resources management (HRM) as it relates to strategic planning for human resource development; work design; recruitment, selection and retention of staff; compensation and position classification; performance planning and assessment; labor relations; motivating and

leading a diverse workforce; and staff and organization development. The course also examines the interactions among managers, administrators, staff, and human resource management specialists.

**LIS 678 - Managing and Leading Library and Information Services in a Political Environment**

This course covers the skills necessary for interacting with the larger communities in which libraries and information centers operate (academic institutions, municipalities, corporations). It will specifically address advocacy and cooperation within complex, multi-stakeholder power structures as encountered when working with administrators, political leaders, and community groups (e.g., citizens, faculty, and students). The effect of political contexts on planning activities will also be covered.

**LIS 680 - Independent Inquiry**

Students execute two managerial leadership research studies. Activity may begin upon completion of LIS 672 (*Research for Managerial Leadership for Library and Information Services*) and concurrently or subsequent to LIS 675 (*Statistics for Evaluation of Library and Information Services*). The Independent Inquiry research projects will be the execution of the research proposals developed in LIS 672 (becomes 680a research study) and LIS 675 (becomes 680b research study). This learning activity will have a flexible time frame, but it must be completed as a prerequisite to the capstone course, *Issues in Leading Transformation in Library and Information Services*. Program faculty will guide students in developing an appropriate schedule for completion of both studies. Students will produce two research papers of publishable quality.

**LIS 688 - Fundraising and Entrepreneurial Strategies for Library and Information Services**

Resource development, that is the identification and successful recruitment of new sources of funds to advance the library and information services program, is an essential aspect of leadership and strategic progress. This course addresses two aspects of resource development: fundraising and entrepreneurial strategies. The conditions and trends in the environment of

libraries and information services which drive resource development will be identified. The cultural, organizational, and programmatic elements of successful library fundraising programs will be reviewed and debated, with a particular focus on the role of the library leader. The function of innovation, risk-taking, competition and business planning in enabling and promoting entrepreneurial thinking and action in library and information services will be discussed, with an emphasis on income-generating projects.

**LIS 699 - Dissertation/Supervised Field Research**

Open only to students in the doctoral program who have completed 32 semester hours and have successfully passed the comprehensive examination. *Note: while working on the dissertation or field research project, students are enrolled in LIS 600 in the fall and spring semesters. The semester in which the study is completed, the student enrolls in LIS 699.*

## WISE Courses:

In May 2005, the GSLIS faculty officially voted to join [Web-based Information Science Education \(WISE\)](http://my.simmons.edu/gslis/courses/curriculum/wise.shtml). WISE is a consortium of thirteen LIS schools offering online courses, enabling GSLIS students the opportunity to take courses from other leading ALA-accredited programs. For more information on WISE, GSLIS guidelines and requirements for the program please visit <http://my.simmons.edu/gslis/courses/curriculum/wise.shtml>. **Please note:** Some WISE courses meet on specific days and times, others may be completed at your own pace. Please visit the URL above for complete information on each course.

The WISE courses change each term; each semester we offer 5-7. The following is a list of courses that we've offered through the program. For the most recent offerings, including descriptions, please visit <http://my.simmons.edu/gslis/courses/descriptions/wise.shtml>.

**LIS 540W-OL: Organizational Information Security**

**LIS 541W-OL: Motivational Aspects of Information Use**

**LIS 542W-OL: Female Voices in Historical Narratives**

**LIS 543W-OL: Poetry for Children and Young Adults**

**LIS 544W-OL: Theological Librarianship**

**LIS 545W-OL: Information Use**

**LIS 546W-OL: Managing Information Systems Projects**

**LIS 547W-OL: Creating and Managing Digital Assets**

**LIS 548W-OL: Human Resources Management**

**LIS 549W-OL: Information Seeking and Using: Understanding How Young People Use Electronic Information**

**LIS 550W-OL: Leadership Issues in Management**

**LIS 551W-OL: WISE Libraries: Designing the Public Library of the Future**

**LIS 552W-OL: Introduction to Information Security**

**LIS 553W-OL: Archival Outreach: Programs and Services**

**LIS 554W-OL: Feminism, Librarianship and Information**

**LIS 555W-OL: Information Architecture for Internet Services**

**LIS 556W-OL: Legal Issues for Library and Information Managers**

**LIS 557W-OL: Chief Information Officers in the Public and Private Sectors**

**LIS 558W-OL: Does the Shoe Fit? Fairy Tales as Literature for Children**

**LIS 559W-OL: Electronic Publishing Issues and Opportunities**

**LIS 560W-OL: Acquiring, Procuring, and Financing Information Technology**

**LIS 561W-OL: Enterprise Architecture**

**LIS 562W-OL: The Fact of the Matter: Information Literature for Middle and High School**

**LIS 563W-OL: Introduction to Strategic Information Management**

**LIS 564W-OL: Seminar in Contemporary Issues: Digital Copyright**

**LIS 565W-OL: Seminar in Library Management: Competitive Intelligence**

**LIS 566W-OL: Records & Knowledge Management**

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