

Course Number & Name: LIS 440 - Archival Access and Use

Description: 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 sixty-hour internship project completed in an archives-related setting. *Required course for Archives Management Concentration.*

- **Prerequisites:** LIS 415 and 438
- **Audience (level, environment/setting):** Advanced, Archives Concentrator; Archives and Special Collections
- **Student Learning Outcomes** [by number]: 1, 4, 6
- **Topics/List of Lectures:**
 - Access Theory
 - Use and Users
 - Digital Copyright
 - Privacy/Open Government/FOIA
 - Real and Virtual Exhibits
 - Descriptive Standards
 - EAD workshop
 - Digital Issues
 - Electronic Records Theory
- **Suggested Textbooks/Readings**
 - No required textbooks but a large number of required readings. Following is a sample:
 - Terry Cook, "Electronic Records, Paper Minds: The Revolution in Information Management and Archives in the Post-Custodial and Post-Modernist Era," *Archives and Manuscripts* 22, no.2 (1994): 301-328.
 - Michael Fox, "Structure and Meaning in Tools for Resource Discovery" http://www.naa.gov.au/recordkeeping/rkpubs/fora/ICA_Octo3/resource_discovery.pdf
 - Anne J. Gilliland-Swetland, Enduring Paradigm, New Opportunities: The Value of the Archival Perspective in the Digital Environment (Washington,

D.C.: Council on Library and Information Resources, February 2000), also available full-text at <http://www.clir.org/pubs/abstract/pub89abst.html>.

- Melissa Smith Levine, "Overview of Copyright Issues," in *Handbook for Digital Projects: A Management Tool for Preservation and Access*, available at <http://www.nedcc.org/digital/dman.pdf>
 - Tom Nesmith, "Seeing Archives: Postmodernism and the Changing Intellectual Place of Archives," *American Archivist* 65(Spring/Summer 2002): 24-41.
 - James M. O'Toole, "The Symbolic Significance of Archives," *American Archivist* 56 (Spring 1993): 234-255.
 - Daniel V. Pitti, "Encoded Archival Description: The Development of an Encoding Standard for Archival Finding Aids," *American Archivist* 60 (Summer 1997) : 268-283
 - J. Trant, " When All You've Got is 'The Real Thing': Museums and Authenticity in the Networked World," *Archives and Museum Informatics* 12 (no.2, 1998): 107-125.
 - Elizabeth Yakel. Archival Representation. *Archival Science*, Volume 3, Number 1 (2003): 1-25
- **Course History:**
January 2005: discussed at curriculum retreat -- new title and description (voted on at 2/05 faculty meeting)
 - **Document prepared by:** Jeannette Bastian, 3/05