THE UNIVERSITY OF BRITISH COLUMBIA
iSchool (Library, Archival & Information Studies)
Faculty of Arts

We acknowledge that we are on the traditional, ancestral and unceded territory of the hən̓q̓əmin̓əm̓ speaking Musqueam people.

iSchool Mission: Through innovative research, education and design, our mission is to enhance humanity's capacity to engage information in effective, creative and diverse ways.

LIBR 576 Public Libraries – Course Syllabus (3)

Program: MLIS, MASLIS
Year: 2019-2020
Course Schedule: Wednesdays, 2pm-5pm
Location: SOWK 223
Instructor: Dr. Tess Prendergast
Office location: IKBLC 494
Office phone: 604-822-5007
Office hours: Mondays 1-2pm; Wednesdays 10-11am
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Learning Management Site: https://canvas.ubc.ca/courses/37547

Course Goal: In accordance with the UBC Mission Statement, the overall goal of this course is to enable students to contribute to the economic, social, and cultural progress of the community by preparing them for positions of responsibility in public libraries. More specifically, students will be able to describe general missions and values of public libraries, the environmental changes affecting those missions, and how those changes affect the current and future management of public libraries.

Upon completion of this course, students will be able to:
1. Describe some of the key factors in the history of municipal and regional public libraries (1.4., 3.2)
2. Name some traditional commitments/values of the public library and compare and contrast those to the commitments/values of today's public library (1.1, 1.3, 1.4, 5.1)
3. Explain the composition and governance responsibilities of both municipal and regional library boards (1.4, 3.2)
4. Describe the role of public library legislation and its implementation across Canada (1.1., 1.4, 3.2,)
5. Describe the various roles assumed by Friends of the Library (1.1, 1.4)
6. List the various types of in-house statistics that should be used for management purposes and demonstrate how those statistics can be compared to those gathered at provincial and national levels. (1.1., 2.1)
7. Discuss why media skills are important for public library managers, describe those skills, and demonstrate their application through dramatization (1.1, 1.4, 4.2)
8. Identify the key economic, labour union, and supervisory elements regarding use of volunteers (1.1, 1.4)
9. Describe the leadership qualities possessed by effective public library managers (1.4, 5.1)

Course Topics:

- Purpose and history of Canadian public libraries
- Public library legislation: history and current situation in Canada and internationally
- Library Boards: different types in municipal and regional systems
- Managing Volunteers and Friends Groups
- Unions in Public Libraries: Managing with and without unions
- Staffing levels and responsibilities: role of library technicians & clerks
- Leadership styles: Different situations, different styles
- Managing problem customers
- Writing policies, goals, and objectives
- Developing media smarts: Press releases, media interviews
- Public library statistics
- On the horizon: Future issues in public library management

Prerequisites: MLIS and Dual MAS/MLIS: completion of MLIS core; recommended co-requisite: 504
MAS: completion of MAS core and permission of the iSchool Graduate Advisor

Format of the course: Lectures, guest speakers, in-class discussions and activities.

Required and Recommended Reading: Except for the course textbook, all other course readings will be posted in the Library Online Coures Reserves Tab within the Canvas course.

Required Course Text:

de la Peña McCook, K., & Bossaller, J. S. (2018). *Introduction to public librarianship* (Third ed.).
Chicago: ALA Neal-Schuman.

Course Assignments

Assignment Name	Due Date	Weight	Graduate Competencies
Public Library Analysis and Profile	January 21st, 2020	15%	1.4, 2.1,
Themes Group Presentation	Various dates, in class	35%	1.4,2.1,3.1,4.2, 5.1
Final Paper	Proposals due March 13, Final papers due April 13th 2020	40%	1.1, 1.4, 2.1, 3.2, 4.1,5.2,5.3
Participation	N/A	10%	1.4, 2.1, 3.1, 4.1, 5.1, 5.2

Course Schedule:

Topic	Date
Week 1: Course introduction, assignments, and guest speaker	January 8, 2020
Week 2: Inter-government relationships, municipal libraries	January 15, 2020
Week 3: Working with boards, trustees, and friends groups	January 22, 2020
Week 4: Management, supervision, unions	January 29, 2020
Week 5: Public library leadership and advocacy	February 5, 2020
Week 6: Infrastructure and technology	February 12, 2020
READING WEEK FEB 17-21 NO READINGS, NO CLASS MEETING	February 19, 2020
Week 7: Lifelong learning & Managing Youth Services	February 26, 2020
Week 8: Managing Community Outreach & Accessiblity Services	March 4, 2020
Week 9: CANVAS Discussion only: Evaluation & Marketing excerises	March 11, 2020
Week 10: Public library collections and consortia	March 18, 2020
Week 11: International perspectives on public libraries	March 25, 2020
Week 12: Public library strategic planning and evaluation	April 1, 2020
Week 13: Recruitment and retention in public libraries	April 8, 2020

Attendance: Attendance and punctuality is required in all class meetings. If you know you will be late or absent you must notify me in advance. Unexplained absences without prior explanation may result in a lowered participation grade.

Evaluation: All assignments will be marked using the evaluative criteria given on the iSchool web site. Please edit your written work very carefully before submitting. Marks may be taken off for typographical errors and grammatical issues in your written work.

Required Materials: de la Peña McCook, K., & Bossaller, J. S. (2018). *Introduction to public librarianship* (Third ed.). Chicago: ALA Neal-Schuman.

Policies and Resources to Support Student Success: UBC provides resources to support student learning and to maintain healthy lifestyles but recognizes that sometimes crises arise and so there are additional resources to access including those for survivors of sexual violence. UBC values respect for the person and ideas of all members of the academic community. Harassment and discrimination are not tolerated nor is suppression of academic freedom. UBC provides appropriate accommodation for students with disabilities and for religious and cultural observances. UBC values academic honesty and students are expected to acknowledge the ideas generated by others and to uphold the highest academic standards in all of their actions. Details of the policies and how to access support are available here (https://senate.ubc.ca/policies-resources-support-student-success)

Centre for Accessibility: Centre for Accessibility works with the University to create an inclusive living and learning environment in which all students can thrive. The University accommodates students with disabilities who have registered with the Centre for Accessibility unit: [https://students.ubc.ca/about-student-services/centre-for-accessibility]. You must register with the Disability Resource Centre to be granted special accommodations for any on-going conditions.

Religious Accommodation: The University accommodates students whose religious obligations conflict with attendance, submitting assignments, or completing scheduled tests and examinations. Please let your instructor know in advance, preferably in the first week of class, if you will require any accommodation on these grounds. Students who plan to be absent for family obligations, or other similar commitments, cannot assume they will be accommodated, and should discuss with the instructor before the course drop date. UBC policy on Religious Holidays: http://equity.ubc.ca/days-of-significance-calendar/

Academic Integrity
Plagiarism

The Faculty of Arts considers plagiarism to be the most serious academic offence that a student can commit. Regardless of whether or not it was committed intentionally, plagiarism has serious academic consequences and can result in expulsion from the university. Plagiarism involves the improper use of somebody else's words or ideas in one's work. The UBC policy on Academic Misconduct is available here: http://www.calendar.ubc.ca/Vancouver/index.cfm?tree=3,54,111,959.

It is your responsibility to make sure you fully understand what plagiarism is. Many students who think they understand plagiarism do in fact commit what UBC calls "reckless plagiarism." The UBC Learning Commons has a resource page on how to avoid plagiarism, with policies on academic integrity and misconduct found here: [http://learningcommons.ubc.ca/resource-guides/avoid-plagiarism/

If after reading these materials you still are unsure about how to properly use sources in your work, please ask your instructor for clarification.