LIS 5243  Academic Library Administration

**Catalog Course Description:**
Prerequisites: 5023 Management of Information and Knowledge Organizations AND 5033 Information and Knowledge Society.
Historical, sociopolitical, technological, fiscal and organizational factors affecting academic librarianship. Emphasis on institutional analysis, planning, and evaluation.

**Interpretation of Course Description:**
Academic librarians are an integral part of the educational endeavors of community colleges, liberal arts colleges, tribal colleges, technical colleges, and comprehensive and research universities. This course will introduce students to the contextual skills and understanding necessary to plan a career path and to assume a leadership position within the varied library settings in those institutions.

**Audience:**
Guided Elective; Advanced; MLIS; delivery varies

**Expectations:**
Prior to the start of class, the student should be able to effectively:
- use D2L, including accessing news and content, participating on discussion boards, and submitting assignments to dropbox folders;
- use word processing software to produce documents that are professional in appearance (including inserting headers and footers and automatic page numbering);
- access and use email, including sending and receiving email attachments, on a daily basis;
- identify, access, and use Web sites;
- access digital library resources through OU Libraries;
- access documents in Adobe Acrobat Reader;
- create PowerPoint slides.
Students should also have a working knowledge of the Chicago Manual of Style.

**Student Learning Objectives:**
Upon successful completion of this course, the student will be able to:
1. Identify the historical context of the contemporary academic library.
2. Identify the variety of settings encompassed by “academic libraries.”
3. Describe the roles of the academic library in higher education and in scholarly communication.
4. Describe the professional responsibilities of the academic librarian.
5. Identify the national standards relevant for academic libraries, including the accreditation process.
6. Identify current trends and issues in academic librarianship.
7. Describe the academic library job search, hiring, and evaluation processes.
8. Contextualize effective management principles in the academic library setting.

**Topics:**
Organizational culture and higher education; scholarly communication within the academy; perceptions of the academy; governance in colleges and universities; organization and management of academic libraries; funding and budgeting of academic libraries; academic library collections; the academic librarian; communities of the academic library.

**Opportunities for Utilizing Relevant Technology:**
Use word processing software to produce written assignments; use searching skills with library databases and other online resources for research; use D2L communication technologies (e-mail, discussion board, etc); use PowerPoint to produce visuals; use Adobe Connect Pro Web conferencing software to support class work.

**Course Last Offered:** Fall 2008
**Document prepared by:** June Lester and Rhonda Harris Taylor, Spring 2010

**Disclaimer:** This summary represents the course as it has been taught in past semesters and is provided for the convenience of students and advisors. No guarantees are expressed or implied about current and future course offerings.