LIBRARY & INFORMATION SCIENCE (LIS)

LIS 7010 Introduction to Library and Information Science — 3 credits
This course provides an overview of the functions and roles of information centers (including libraries, archives, special collections), and information professionals, users, and access to information. Students will examine the principles of the collection development process, relevant legal and ethical topics, as well as current professional issues and trends in a global information society. This course is the required first course for all MLIS students.

LIS 7010 Leadership in Theory and Practice — 3 credits
This course presents theory, research, and practice of interpersonal and group leadership roles/skills at every level and relates them to the library field with particular emphasis on communication and advocacy.
Prerequisite: 7010.

LIS 7040 Information Access Services — 3 credits
As an introduction to effective access to information services, the course addresses philosophy, principles, and practice of reference services, including the selection, evaluation and use of general information sources; bibliographic control; electronic searching; reference research; reference interview; information literacy; and functions and management of reference and online services.
Prerequisite with concurrency: LIS 7010.

LIS 7050 Research Methods for Library Information Science — 3 credits
A basic research methods course for those with no previous course work or background in research methods. The course covers basic research concepts, measurement, and quantitative/qualitative data collection methods and analysis techniques, including some statistics. Because this course assumes no background in statistics, the focus is on major statistics concepts that will enable students to understand the research of others and do basic data analysis. Through readings, class workshops, and assignments, students will develop important research skills for evaluating published research and for designing and conducting their own research project.
Prerequisite: LIS 7010.

LIS 7120 The History of Print, Early Books and Manuscripts — 3 credits
Students will explore the history of print and the book from clay, papyrus, and parchment origins; from ancient alphabets to the Roman; medieval manuscripts and illumination; book production and book selling; foundations of significant libraries; and bibliographic sources. Through guided research, the class will delve into the production and distribution of knowledge and how such distribution has evolved along with changes in technology, forms of text, and the objectives of academic and commercial entities. An examination of textual transmission, authorship, readers, book trades, and social change will lead to discussions of the nature of print and the distribution and reception of ideas.
Prerequisite: 7010.

LIS 7130 Preservation Management — 3 credits
Preservation and conservation of library materials, preventing damage, planning for disaster, restoration, equipment and supplies, environmental controls, storage and sources of information.
Prerequisite: 7010.
LIS 7250 Curriculum and School Libraries — 3 credits
Introduction to information and technology literacy curriculum based on national and state standards. The critical and integral role of the school library media program in meeting the academic goals of the school is emphasized as well as the collaborative planning and instruction of the school library media specialist with classroom teachers.

LIS 7270 Information Literacy in the Digital Age — 3 credits
This course examines information literacy in the broad contexts of New Literacies studies, which regard literacy as a multifaceted concept that encompasses a set of skills, strategies, attitudes, and social and cultural practices. This course explores a wide range of perspectives, discourses and research studies regarding literacy in the digital age. Along the way, students will have opportunities to examine relevant terms such as media literacy, information and communication technology (ICT) literacy, digital literacy/literacies and new literacies. Throughout the course, students will define and redefine what it means to be "literate" and "information literate" in constantly changing digital environments. In turn, students will develop the basic frameworks for information literacy essential to promoting or teaching information literacy and full civic participation in a networked society.
Prerequisite: LIS 7010.

LIS 7283 Clinical Experience/Student Teaching — 3 credits
This course is designed for students who already possess Minnesota state teaching credentials. Completion of 200 hours of supervised student teaching in elementary, middle and high school library media centers is required. Students currently holding media support positions do student teaching at sites other than where they work. This course meets with LIS 7286.
Prerequisites: LIS 7730, LIS 7250 and approval of the program director.

LIS 7286 Clinical Experience/Student Teaching — 6 credits
This course is designed for students who do not have Minnesota state teaching credentials. Students will complete a minimum of 12 continuous weeks, full time, face-to-face supervised student teaching in an elementary, middle or high school library media center. Students currently holding media support positions do their student teaching at a site other than where they work. Students currently holding a school librarian position student teach at their own site. This course meets with LIS 7283, but additional meetings are required for the edTPA process.
Prerequisites: Completion of all required school library media courses, required EDUC courses and program director approval.

LIS 7300 Cataloging and Classification — 3 credits
The detailed study of current descriptive cataloging, subject analysis and classification systems, their theoretical foundations, and their encoding in contemporary online bibliographic and authority systems. Special emphasis is given to the practical application of these systems in creating cataloging records for bibliographic objects in many different formats and media, to the decision-making processes involved in creating such records, and to the maintenance and coherence of collections of bibliographic metadata.
Prerequisites: LIS 7010, LIS 7030.

LIS 7370 Online Information Systems — 3 credits
Fundamentals of library automation, with a central emphasis on the design, development, management and use of integrated library systems. This course studies design, selection, evaluation and use of the ILS for acquisitions, cataloging, circulation, serials control and other library processes. This course also focuses on managerial issues, including system migration, RFPs, local system design, interfaces with third-party software and applicable standards and protocols.
Prerequisites: LIS 7010, LIS 7030.

LIS 7380 Transforming Adult Services — 3 credits
An introduction to issues and practices related to adult services, with particular emphasis on the impacts of aging on society, information seeking of older adults, teaching and advocacy for older adults, and engaging older adult volunteers. A major component of the course is service learning — active, engaged learning integrated with socially responsible practice. Students collaborate with a library, residential center, or other community organization to create a project or service to benefit older adults. Students will use research skills in an evidence-based assessment of their work in the service-learning project.
Prerequisites: LIS 7010, 7040 or by permission of the instructor.

LIS 7440 Government Information Resources — 3 credits
Production, management, retention and accessibility of information resources created by federal, state and local governments. Policy as it relates to government information.
Prerequisites with concurrency: LIS 7010, LIS 7040.

LIS 7450 Searching Electronic Databases — 3 credits
Advanced study of the principles and concepts of information retrieval required for effective research and reference services. Students will acquire skills in searching electronic databases to answer users’ information queries, as well as skills in teaching the nuances of online-database searching to others.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7480 Collection Management — 3 credits
This course provides an overview of collection development and management issues for libraries and information centers. The evaluation and selection of materials in all formats are discussed. Particular emphasis is given to an analysis of issues related to access of electronic content. In addition, methods for managing print, digital and multimedia collections are examined. Publishing trends and emerging information product formats are considered.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7500 Information Seeking and Retrieval — 3 credits
This course is designed to provide an overview of information retrieval theory and related techniques as a foundation for understanding the issues related to information science in general. IR is concerned with the principles of organizing and providing access to information using computerized information retrieval systems in order to help human users who need to find and use information, particularly in the context of libraries and information agencies. Students in this course will be introduced to the inner workings of traditional retrieval models, basic text processing and indexing, current Internet search engines and multi-media retrieval as well as human user’s information seeking and search, the concept of relevance as evaluation criteria.
Prerequisites with concurrency: LIS 7010, LIS 7030.

LIS 7510 Database Management — 3 credits
An introduction to database concepts, design and implementation. The focus is on database design using the ER model, as well as managing and implementing relational database systems. The design process is iterative and consists of four phases: Requirements, Design, Coding, and Testing. This process is often employed in many project management and technology development projects. Topics include Data Modeling Using Entity-Relationship Model, Chen and Crow’s Foot Notation, Relational Database Implementation, Structured Query Language, and schema Normalization. This course is co-convened with ISCI 3100. The courses share the same course description, objectives and content, with different course requirements.
Prerequisites with concurrency: LIS 7010, LIS 7030.
LIS 7520 Networks — 3 credits
This course is an introduction to the issues of computer connectivity beyond remote telecommunications. It also addresses network topologies and protocols, the Open Systems Interconnection (OSI) model and associated protocols, the Novell operating system and administrative matters relating to networks.
Prerequisites with concurrency: LIS 7010, LIS 7030.

LIS 7530 Internet Fundamentals and Design — 3 credits
An introduction to the fundamentals of the Internet that integrates an overview of basic Internet concepts with actual website development. Concepts include the Internet's origins, evolution, architecture, telecommunications and networking, and critical issues such as security, privacy, copyright, and governance. Students gain a basic understanding of web content languages, website management, and design/usability principles through creating websites validated by World Wide Web Consortium standards.
Prerequisites with concurrency: LIS 7010, LIS 7030, LIS 7040.

LIS 7540 Information Systems Analysis And Design — 3 credits
Introduction to the concepts and techniques of systems analysis and design and their application to information systems and services. Systems analysis is broadly defined, including related topics such as cost-benefit analysis and operations research. Topics include critical path methodology, basic queuing theory, retrieval system evaluation and measurement, human factors in information systems design and an introduction to logical data structuring.
Prerequisites with concurrency: LIS 7010, LIS 7030.

LIS 7550 Information Policy — 3 credits
Participants in this course will examine a selection of fundamental information policy issues. Special attention will be given to complex questions involving value conflicts among stakeholders in the areas of information ownership, personal information privacy, and access to information. Participants will consider a broad spectrum of policy perspectives (including governmental, professional, corporate, and civil-society) from multiple organizational levels (including international, federal, state, and local).
Prerequisite: LIS 7010.

LIS 7570 Electronic Resource Management — 3 credits
Participants in this course will survey the concepts and technologies that support the management of electronic resources in libraries, which includes activities such as the selection, acquisition, licensing, linking, branding, evaluation, and preservation of subscription databases. They will critically examine topical areas such as scholarly publishing, library-vendor relations, contract law, evaluation techniques, and national information standards.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7580 Making and Makerspaces — 3 credits
This course is intended as an introduction to DIY culture and the maker movement. It focuses on developing creativity and learning through play and tinkering. This is a hands-on course in experiential learning. Students will explore both physical and digital content creation including: music production, video production, 3D printing, computing, laser and vinyl cutting, and other tools. Emphasis will be placed on the implications of the maker movement in libraries and the library's role in STEM education.
Prerequisites: LIS 7010, LIS 7040.

LIS 7590 Digital Libraries — 3 credits
This course examines both theoretical and practical aspects of digital library activities, focusing on issues in building and creating digital collections including selection, organization, dissemination, access and preservation of digital resources. It aims to develop a broad understanding of digital libraries including basic concepts, types and formats of digital content, the creation and organization of digital collections, underlying technologies, preservation of digital content, access management and user services/usability factors. Students learn in the context of building their own prototype digital collection and will be able to demonstrate and exemplify current activities in the digital library.
Prerequisites: LIS 7010 and LIS 7030.

LIS 7600 International Librarianship — 3 credits
Participants in this course will survey the field of international librarianship focusing on issues affecting libraries worldwide and to integrate these understandings with knowledge and experiences in American libraries. When possible students and instructor will attend and participate in international conferences i.e. the International Federation of Library Associations (IFLA) Annual General Congress, BOBCATSSS.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7610 Marketing and Public Relations — 3 credits
Marketing library and information center services is becoming increasingly important to the success of these organizations. This course explores the following: the role of marketing in the organization; the function of marketing in relationship to organizational strategy and units; the behavior of library and information center users; and the four P's of the marketing mix. The course also focuses on strategies to improve the organization's brand, identity, communication and marketing efforts.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7620 Literacy and Community Engagement — 3 credits
This course is designed to enhance students' learning experience and their sense of civic responsibility, not only through readings and discussions, but also by engaging service activities for a local community or library. This course focuses on community engagement and a variety of literacy issues. It provides students with educational opportunities to apply the knowledge and skills obtained from class to a local community through direct service or project-based community engagement. A minimum of 25 hours of direct service or service-learning project over the course of the semester is required. Students will closely work with people in a local community or library to deliver the tangible outcomes through a project by the end of the course.
Prerequisites: LIS 7010, 7040.

LIS 7630 Readers Advisory Services — 3 credits
An introduction to serving adult fiction and nonfiction reading needs. The relationship of readers advisory services with reference and other library programs, research on adult reading and popular reading in an information society are examined. Students gain experience in leading adult book discussions.
Prerequisites with concurrency: LIS 7010, LIS 7030, LIS 7040.

LIS 7640 Information Literacy Instruction — 3 credits
An introduction to the principles of information literacy with two emphases: 1) developing a conceptual framework for library user education, including an overview of learning theory, teaching methods and instructional design; and 2) applying the theory in practical library teaching/learning situations.
Prerequisites: LIS 7010, LIS 7040.
LIS 7680 Social Media and Emerging Technologies — 3 credits
The course examines participatory library services and the use of social networking tools, within the broader context of current technological, social, and cultural issues and debates over social media, privacy, information access, copyright, and community building. Participants experience an immersive learning environment via social networking tools and sites.
Prerequisites: LIS 7010, LIS 7040.

LIS 7690 Information Technology, People and Society — 3 credits
This seminar course critically examines information technology (IT) and its relationship to people, work and society. It covers a series of concepts and perspectives and empirical studies about social aspects of IT, also known as social informatics (SI). Along the way, students will learn how IT is interacted with social forces and social practices, and IT is not value neutral. The course will explore how seeing IT as merely “a tool” simplifies the complexity of IT. In turn, by understanding the social nature of IT and digital information, students will be prepared to become socially responsible information professionals and citizens with respect to IT and digital information.
Prerequisite: LIS 7010, LIS 7040.

LIS 7700 Management of Libraries and Information Centers — 3 credits
This course is the introduction to basic management theories and their applications to libraries and information centers. It highlights important management issues concerning planning, organizing, coordinating and leading an organization.
Prerequisite with concurrency: LIS 7010.

LIS 7710 Public Libraries — 3 credits
An introduction to the public library through analysis of the organizational management, funding, and program services commonly provided. Public library history, library law, intellectual freedom issues and library advocacy are featured.
Prerequisite with concurrency: LIS 7010.

LIS 7720 Academic Libraries — 3 credits
This seminar-style course examines the academic library within its college and university setting, informed by a wide-ranging overview of the history and current state of higher education in the United States. Specific topics include (but are not limited to) the organization and governance of academic libraries, the library’s instructional role, with special attention to the development and practice of information literacy, library-faculty and library-institution relations, and current and developing staffing patterns.
Prerequisite with concurrency: LIS 7010.

LIS 7730 School Libraries — 3 credits
Introduction to the history, purpose, functions, structure and management of the school library media program. The course covers broad planning in areas such as curriculum, personnel, facilities, finance, collection development and maintenance, and public relations. Contemporary issues are examined.
Prerequisites: LIS 7010, LIS 7030, LIS 7040.

LIS 7740 Special Libraries — 3 credits
This course is an introduction to the objectives, organization and operation of special libraries. Includes an overview of special libraries and the roles played within organizations. Topics to be considered for all types of special libraries include services, value, planning, organization, content management, management and leadership, and professional development. Specific focus will be placed on competencies and organizational alignment.
Prerequisite with concurrency: LIS 7010.

LIS 7750 Introduction to Archives and Special Collections — 3 credits
This course seeks to introduce students to basic archival concepts and processes. Students will become familiar with archival theory and principals, and how they translate to archival work in the field. This course provides a foundation for students who wish to pursue a career in archives and special collections and offers an overview for students who simply wish to know more about the core functions of archives.
Prerequisites: LIS 7010 and either LIS 7030 or LIS 7040.

LIS 7920 Human Information Behavior — 3 credits
Human information behavior encompasses multiple dimensions of how people interact with information. This course provides an introduction to research, theories and models of information behavior and addresses information needs and barriers, information seeking processes, and information use in various professional, educational, and everyday life contexts. Because the process of understanding information behavior tends to be qualitative and inductive in nature, a major focus of the course is qualitative research methods. This course complements courses in user services, human-computer interaction (HCI), and information retrieval. Assignments include in-class exercises, a critical analysis of the literature in a chosen area of study, and original research resulting in a presentation and research proposal.
Prerequisites: LIS 7010, LIS 7040.

LIS 7963 Topics — 3 credits
Topics courses vary from term to term. See the online course schedule for topics course descriptions.
Prerequisite: LIS 7010.

LIS 7970 User Experience Design and Accessibility of Web — 3 credits
This course will provide an overview of usability and accessibility principles of Website design integrating the user experience (UX) and universal design approach. It will address the equal access principle and inclusive / diversity competencies along with an examination of accessibility laws (e.g., ADA & Section 108) and technical guidelines (e.g., WCAG 2.0) that pertain to developing Web resources. The main activity is centered on a long-term Website design (or re-design) project through an iterative process of user-centered HCI method to enhance quality and accessible user experience. By working through the multi-phase Web design process, students will gain insights on how to critically assess websites utilizing usability/accessibility perspective, conduct website user tests, create a plan to redesign parts of the website to improve its usability and accessibility, and gain project management experience. Topics include user experience, contextual inquiry, responsive design, usability testing, assistive technology for variously disabled people, accessibility testing tools, and HTML / CSS coding for web accessibility standards.
Prerequisites: LIS 7010, LIS 7530, or by permission of the instructor.

LIS 7993 Practicum — 3 credits
Supervised, paid (not at current place of employment) or unpaid experience (120 hours) in an approved library or information center under the direction of a MLIS faculty member. The student, library supervisor, and faculty member develop student learning outcomes that address both learning needs of the students and project needs of the co-operating library or information center. The library supervisor and faculty advisor will meet periodically with the student to review progress.
Prerequisites: 24 credits, including the requirements (LIS 7010, LIS 7030, LIS 7040, LIS 7050, and LIS 7700) completed, GPA of 3.3 or higher, and instructor permission. The faculty strongly recommend that students complete 30 credits before enrolling in the practicum.
LIS 8010 Special Studies in Librarianship — 3 credits
Directed and supervised projects of independent study. Students must have a sufficient background to work independently. Students may take no more than two independent studies.
**Prerequisites:** Completion of eight courses, including LIS 7010, LIS 7030, LIS 7040, LIS 7050, LIS 7700 or LIS 7730; 3.3 GPA or above; instructor permission.

LIS 8020 Seminars — 3 credits
As demand arises, this course addresses the needs of librarianship in disciplines such as music, theology, health sciences, and law, as well as trends and current issues in librarianship.
**Prerequisite with concurrency:** LIS 7010 or permission of the instructor.

LIS 8800 Knowledge Management — 3 credits
This course provides an awareness of the current theories and foundation of knowledge management with an emphasis on profit and not-for-profit organizations. Knowledge assets and their value to organizations in terms of products, processes, market and services are discussed. The course also examines analytical tools and techniques for knowledge acquisition, assessment, evaluation, management and organization, and dissemination. It offers an analysis of commercially available documents, databases and applications packages, reviews best practices and experiences, and addresses the design and execution of knowledge management projects.
**Prerequisites:** LIS 7010, LIS 7030, LIS 7040, and LIS 7700 or LIS 7730, or instructor permission.

LIS 8810 Advanced Archival Management — 3 credits
This course is intended for students who are interested in becoming archivists and will delve into topics covered in Archival Administration and Services (LIS 7750) in greater detail. In particular, this course will address archival processes from the view of the administrator (or supervisor) as well as those who develop policies. One of the primary goals of this course is for students to think critically as they make decisions pertaining to archival administration — with a mind to theory as well as practice.
**Prerequisites:** LIS 7010, LIS 7030, LIS 7040, LIS 7750.

LIS 8820 Metadata For Internet Resources — 3 credits
This seminar-style course provides a comprehensive and practical understanding of cataloging Internet Resources— from selection and collection management to cataloging/classification and catalog maintenance. It explores cataloging complements and alternatives such as TEI, EAD, Dublin Core, MODS, and other metadata standards, and studies the underlying concepts of these approaches and their implementation. New technology applications are explored by examining automated metadata record creation, subject analysis and classification.
**Prerequisites:** LIS 7010, LIS 7030.

LIS 8840 Competitive Intelligence — 3 credits
Competitive Intelligence (CI) is a discipline using legal and ethical means for efficiently discovering, developing and delivering timely, relevant new knowledge about the external environment to facilitate effective decision-making. This course provides an overview of CI within an organizational setting and provides tools and techniques to practice the profession (including consulting work). The core focus is to review CI best practices and experiences, leverage information as knowledge assets and their organizational value for business management decision-making.
**Prerequisites:** LIS 7010, LIS 7030, LIS 7040.

LIS 8900 ePortfolio — 0 credits
All students are required to complete an ePortfolio in order to fulfill graduation requirements. Students in the School Library Media Specialist License Program (SLMS) should not register for LIS 8900. They will complete their ePortfolios during their student teaching course LIS 7283/6 Clinical Experience/Student Teaching. The ePortfolio provides students with the opportunity to integrate learning across the entire MLIS program and to present their reflections on their achievements in the program. Most aspects are completed as part of coursework. Developing an ePortfolio encourages the student to take a systematic look at learning experiences through self-reflection, self-evaluation, and synthesis and integration of knowledge with real world applications. The ePortfolio process also nurtures lifelong learning skills to prepare students for future challenges facing information professionals. The ePortfolio is submitted for initial review to a faculty review committee by October 15 for Fall graduation and by March 15 for Spring and Summer graduation. For specific requirements, please refer to the MLIS ePortfolio Guidelines.
**Prerequisite:** Taken in final semester (Fall or Spring) with permission of the instructor.