UNIVERSITY OF WISCONSIN-MILWAUKEE
School of Information Studies

INFOST 712 – Resource Description for Library Catalogs
Fall 2017: September 5-December 14

DRAFT
SYLLABUS

Instructor: Richard Smiraglia  Location: NWQB 2569
E-mail: smiragli@uwm.edu  Phone: 414-229-4707
Office Hours: TBA  Fax: 414-229-6699

Meeting Times & Location: online

CATALOG DESCRIPTION:

Application of standards and rules to the construction of tools for information retrieval, primarily digital resources and catalogs in library and information environments. 3 credits.

GENERAL DESCRIPTION:

Application of standards and rules to the construction of tools for information retrieval, primarily digital resources and catalogs in library and information environments. Overview of concepts of knowledge organization. RDA (Resource Description and Access), LC-PCC PSs (Library of Congress--Program for Cooperative Cataloging--Policy Statements), Anglo-American Cataloguing Rules (AACR2), Library of Congress Rule Interpretations (LCRI) and Machine Readable Cataloging (MARC21). Special problems in the organization of resources (library materials in various forms). Includes descriptive detail for different forms of material; choice and form of entry for names and uniform titles; provision of authority control for names and titles.

PREREQUISITES:

INFOST 511 Organization of Information

Basic computer literacy as outlined in the SOIS policy:
http://www.uwm.edu/Dept/SOIS/academics/MLIS/mliscompllit.htm

SOIS technology requirements for distance learning:
http://www.uwm.edu/Dept/SLIS/academics/DE/deptechreq.htm

OBJECTIVES:

Upon completion of the course, students will be able to demonstrate the following SOIS program outcomes:

1) Exhibit critical thinking about concepts of description of and access to library resources (Discussions);
2) Apply the principles and standards for description and access and authority control (Assignments);
3) Articulate key issues in the broader theoretical context in which these principles function (Final exam);
4) Demonstrate competency in the creation of USMARC21 formatted bibliographic records.
ALA CORE COMPETENCIES COVERED:

1A. Foundations of the profession. The ethics, values and foundational principles of information organization.
2A. Information resources. The life cycle of resources.
2C. The management of resources for various collections.
3A-C. Organization of recorded knowledge. Principles, descriptive skills, and systems of knowledge organization, especially resource description, metadata, information sharing.
8D. Administration and management. Partnerships, collaborations, networks.

DIVERSITY ISSUES:

Diversity is embraced in the ethical treatment of resources for all potential users, and in the use of knowledge organization systems for resource discovery.

Method:

The course begins with a theoretical overview of the role of resource description in the larger spheres of knowledge organization and bibliographic control, and an introduction to ethics in those spheres. We then will proceed to techniques for description and access of all sorts of materials collected in libraries. Entity-relationship concepts will be introduced. Resource description will be honed through homework assignments. Students will submit bibliographic and authority records for a cogent set of resources. A written final exam will cover principles in the models, rules and interpretations for resource description.

TEXTS:

REQUIRED TEXTBOOKS


Both of these are available to you through our portals in Cataloger's Desktop and RDA Toolkit.

Other Required Readings:


Howarth, Lynne C. 2012. FRBR and linked data: connecting FRBR and linked data. Cataloging & classification quarterly 50 no. 5/7: 763-76.

Lisius, Peter H. 2015. AACR2 to RDA: Is Knowledge of Both Needed during the Transition Period?, Cataloging & Classification Quarterly 53 no. 1:40-70, DOI:10.1080/01639374.2014.927046


Riva, Pat and Chris Oliver. 2012. Evaluation of RDA as an implementation of FRBR and FRAD. Cataloging & classification quarterly 50 no.5/7: 564-86.


Wallheim, Henrik. 2016. From Complex Reality to Formal Description: Bibliographic Relationships and Problems of Operationalization in RDA. Cataloging & Classification Quarterly 54 no.7:483-503, DOI: 10.1080/01639374.2016.1200169


**COURSE SCHEDULE:**

<table>
<thead>
<tr>
<th>Beginning on this date</th>
<th>Cluster</th>
<th>These topics will be covered in the learning modules</th>
<th>So you should read these in conjunction with the new material</th>
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<tbody>
<tr>
<td>September 7-28</td>
<td>Cluster 1</td>
<td>Learning Module 1: Overview</td>
<td>Learning Module 1 Smiraglia, Rethinking what</td>
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Getting acquainted about this course
An overview of resource description

Learning Module 2: Getting started
Elements of resource description
Bibliographic precedents
Technical reading
Eschew bibliocentrism

Learning Module 3
Smiraglia, Works as signs ...
Smiraglia, Meta-analysis
Taylor, An introduction to FRBR
Patton, An introduction to FRAD
Smiraglia, Bibliographic families and superworks
Smiraglia, Be careful
Tillett, FRBR and RDA
Riva and Oliver, Evaluation of RDA

Learning Module 4: Transcription

Learning Module 5: Physical description
we catalog
Howarth, Metadata and bibliographic control
Campbell, Metadata, metaphor, and metonymy
Lisius, AACR2 to RDA
Smiraglia, Bibliographic control theory and nonbook materials
Taniguchi, Modeling
Walhiem, Complex reality

Learning Module 2
Smiraglia, Bibliocentrism
Smiraglia, Bibliocentrism revisited
AACR2 Introduction, Chapter 1

Learning Module 3
Smiraglia, Works as signs ...
Smiraglia, Meta-analysis
Taylor, An introduction to FRBR
Patton, An introduction to FRAD
Smiraglia, Bibliographic families and superworks
Smiraglia, Be careful
Tillett, FRBR and RDA
Riva and Oliver, Evaluation of RDA
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<tr>
<th>Date Range</th>
<th>Cluster</th>
<th>Learning Module 8: Curation</th>
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<tr>
<td>October 5- October 19</td>
<td>Cluster 2</td>
<td>Siting the work</td>
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<td>Learning Module 9: Access Authority work</td>
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<td>Selecting access points</td>
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<td>Formulating access points</td>
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<td>Learning Module 10: Authority control and authority work</td>
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<td>Authority control</td>
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<td>October 5- October 19</td>
<td>Cluster 3</td>
<td>Learning Module 11: MARC21</td>
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<td>Learning Module 12: MARC Authority Records</td>
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<td>November 9-16</td>
<td>Cluster 4</td>
<td>Learning Module 13: Review: Smiraglia,</td>
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<td>Thanksgiving break</td>
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<td>November 30-December 7</td>
<td>Cluster 5</td>
<td>Learning Module 14: Review: Smiraglia,</td>
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<td>ASSIGNMENTS:</td>
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<td>September 28</td>
<td>Assignment 1: Item and Manifestation:</td>
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<td>Assignment 2: Assignment 1 in retrospect</td>
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<td>October 12</td>
<td>Assignment 3: Bibliographic reference work</td>
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<td>October 26</td>
<td>Assignment 4: MARC21</td>
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<td>November 16</td>
<td>Assignment 5: More cataloging due, with authority</td>
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<td>December 14</td>
<td>Final exam</td>
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<td>Course Object</td>
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<td>Homework</td>
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<td>Class participation</td>
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<td>Final exam</td>
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UWM AND SOIS ACADEMIC POLICIES

The following links contain university policies affecting all SOIS students. Many of the links below may be accessed through a PDF-document maintained by the Secretary of the University:  http://www.uwm.edu/Dept/SecU/SyllabusLinks.pdf. Undergraduates may also find the Panther Planner and Undergraduate Student Handbook useful (http://www4.uwm.edu/osl/students/). For graduate students, there are additional guidelines from the Graduate School (http://www.graduateschool.uwm.edu/students/current/), including those found in the Graduate Student and Faculty Handbook: http://www.graduateschool.uwm.edu/students/policies/expanded/.

Students with disabilities. If you will need accommodations in order to meet any of the requirements of a course, please contact the instructor as soon as possible. Students with disabilities are responsible to communicate directly with the instructor to ensure special accommodation in a timely manner. There is comprehensive coverage of issues related to disabilities at the Student Accessibility Center (http://www4.uwm.edu/sac/), important components of which are expressed here: http://www.uwm.edu/Dept/DSAD/SAC/SACltr.pdf.

Religious observances. Students’ sincerely held religious beliefs must be reasonably accommodated with respect to all examinations and other academic requirements, according to the following policy: http://www4.uwm.edu/secu/docs/other/S1.5.htm.
Please notify your instructor within the first three weeks of the Fall or Spring Term (first week of shorter-term or Summer courses) of any specific days or dates on which you request relief from an examination or academic requirement for religious observances.

_Students called to active military duty._ UWM has several policies that accommodate students who must temporarily lay aside their educational pursuits when called to active duty in the military (see [http://www4.uwm.edu/academics/military.cfm](http://www4.uwm.edu/academics/military.cfm)), including provisions for refunds, readmission, grading, and other situations.

_Incompletes._ A notation of “incomplete” may be given in lieu of a final grade to a student who has carried a subject successfully until the end of a semester but who, because of illness or other unusual and substantial cause beyond the student’s control, has been unable to take or complete the final examination or some limited amount of other term work. An incomplete is not given unless the student proves to the instructor that s/he was prevented from completing course requirements for just cause as indicated above ([http://www4.uwm.edu/secu/docs/other/S31.pdf](http://www4.uwm.edu/secu/docs/other/S31.pdf)).

_Discriminatory conduct (such as sexual harassment)._ UWM and SOIS are committed to building and maintaining a campus environment that recognizes the inherent worth and dignity of every person, fosters tolerance, sensitivity, understanding, and mutual respect, and encourages the members of its community to strive to reach their full potential. The UWM policy statement ([http://www4.uwm.edu/secu/docs/other/S47.pdf](http://www4.uwm.edu/secu/docs/other/S47.pdf)) summarizes and defines situations that constitute discriminatory conduct. If you have questions, please contact an appropriate SOIS administrator.

_Academic misconduct._ Cheating on exams and plagiarism are violations of the academic honor code and carry severe sanctions, ranging from a failing grade for a course or assignment to expulsion from the University. See the following document ([http://www4.uwm.edu/osl/dean/conduct.cfm](http://www4.uwm.edu/osl/dean/conduct.cfm)) or contact the SOIS Investigating Officer (currently the Associate Dean) for more information.

_Complaints._ Students may direct complaints to the SOIS Dean or Associate Dean. If the complaint allegedly violates a specific university policy, it may be directed to the appropriate university office responsible for enforcing the policy ([http://www4.uwm.edu/secu/docs/other/S49.7.htm](http://www4.uwm.edu/secu/docs/other/S49.7.htm)).

_Grade appeal procedures._ A student may appeal a grade on the grounds that it is based on a capricious or arbitrary decision of the course instructor. Such an appeal shall follow SOIS appeals procedures or, in the case of a graduate student, the Graduate School. These procedures are available in writing from the respective department chairperson or the Academic Dean of the College/School ([http://www4.uwm.edu/secu/docs/other/S28.htm](http://www4.uwm.edu/secu/docs/other/S28.htm)).