Department of Library and Information Studies
MLIS 7996
Trauma-Informed Librarianship
Summer II, 2022
Three Credit Hours

INSTRUCTOR INFORMATION

Dr. Debi Carruth
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Office hours by appointment

COURSE DESCRIPTION

The purpose of this course is to increase awareness of trauma-informed practices and the need for them, and to prepare students to implement realistic changes in their organization toward becoming more trauma-informed. Students will participate in discussions to further thinking about the issues; assignments will put new concepts into practice.

TEXTBOOKS / RESOURCE MATERIALS
REQUIRED TEXT

Tolley, R. (2020). *A trauma-informed approach to library services*. American Library Association.

Articles and other readings will be available via GALILEO Scholar, the Odum Library's e-journals collection or on Odum Library course reserve; or direct links will be provided in the course website.

Please familiarize yourself with the VSU policy that prohibits the use of the Interlibrary Loan service for obtaining textbooks at https://www.valdosta.edu/colleges/education/master-of-library-and-information-science/documents/MLISPolicyonILLRequestsforTextbooks.pdf.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to meet the following Student Learning Outcomes (SLOs). The SLOs are aligned with MLS program objectives (https://www.valdosta.edu/colleges/education/master-of-library-and-information-science/our-program/) and the American Library Association Core Competencies of Librarianship (http://www.ala.org/educationcareers/careers/corecomp/corecompetences)

SLO 1. [Foundations of the Profession]

> ***Foundations of the Profession***: The librarian understands the role of library and information professionals in the **promotion of democratic principles and intellectual freedom** (including freedom of expression, thought, and conscience), the legal framework within which libraries and information agencies operate; and the certification and/or licensure requirements of specialized areas of the profession. (Course readings and discussions)

SLO 2. [Information Resources]

> ***Information Resources***: The librarian understands the concepts and issues related to the lifecycle of recorded knowledge and information; **the acquisition and disposition of resources; and the management and maintenance of various collections**. (Collection Development project)

SLO 4. [Technological Knowledge and Skills]

> ***Technological Knowledge and Skills***: The librarian understands and uses information, communication, assistive, and related technologies consistent with professional ethics and prevailing service norms and applications. (Course readings and discussions; Population Analysis assignment)

SLO 5. [Reference and User Services]

> ***Reference and User Services***: The librarian understands and uses the concepts, principles, and techniques of reference and user services to provide access to relevant and accurate recorded knowledge and information to

individuals of all ages and groups. (Course readings and discussions; Population Outreach assignment)

SLO 7. [Professionalism]

Professionalism: The librarian understands the necessity of continuing professional development of practitioners in libraries and other information agencies; **the role of the library in the lifelong learning of patrons**; and the **application of learning theories, instructional methods, and achievement measures** in libraries and other information agencies. (Course readings and discussions; Population Outreach project)

SLO 8. [Administration and Management]

Administration and Management: The librarian understands the principles of planning and budgeting in libraries and other information agencies; the **principles of effective personnel practices and human resource development**; the **assessment and evaluation of library services and their outcomes**; and the **issues relating to, and methods for, principled, transformational leadership**. (Collection Development project)

COURSE ACTIVITIES/ASSIGNMENTS/REQUIREMENTS

The following is a (very) brief overview of the assessments included in this course. Complete instructions for each assignment, along with grading criteria, will be made available on the BlazeVIEW course site when the course opens, in advance of each assignment's due date.

There will be a total of 1000 points for the class as follows:

Unit Discussions (8 @ 25 points each)	200
Evaluate Your Institution	100
Develop an Intervention	100
Manage Change	100
TOTAL	500

SUBMITTING ASSIGNMENTS

All work for this course will be submitted on BlazeVIEW, either in assignment drop-boxes specific to each assessment or as post/response in discussions with classmates.

Links to each submission or discussion will be provided in course modules. Discussions will open weekly, while formal assessments will be open from the beginning of the term.

LATE SUBMISSIONS, MISSED ASSIGNMENTS, & MAKE UP ASSIGNMENTS

We're on a very tight schedule in this course! While your instructor tends to be very lenient in terms of deadlines, it's in your best interest to keep up with the work or you could easily fall so far behind that catching up becomes unrealistic. A few hours late on a discussion post here and there: no big deal. A couple days late on one of the big assignments? Possibly a larger problem. Make sure to take a close look at the class calendar and consider your outside responsibilities so that you can plan your time to allow for all your work to get done in a timely manner and still leave room for some life balance. ☺

COURSE GRADES

Students can earn a maximum of 1000 points in this course. Course grades will be awarded as follows:
- A: 450 – 500 points
- B: 400 – 450 points
- C: 350 – 400 points
- D: 300 – 350 points
- F: fewer than 300 points.

To be eligible for an **A** in this course, a student must complete ***every*** assignment. No grade below a C will be credited toward a VSU graduate degree and students must receive a grade of B or better to earn credit in core courses and the required collection development elective.

ATTENDANCE POLICY

VSU requires that you attend class in the first week. For this class, that means you will need to post your introduction in the designated discussion board no later than Thursday afternoon, June 9. All course activities will be conducted through BlazeVIEW. Course content is delivered asynchronously according to the course calendar. It is your responsibility to participate in all course activities and submit assignments on time. It is in your best interest to log into the course at least several times each week (daily is best) to check announcements, discussion board posts, and emails.

COMMUNICATION

Communication will be conducted through BlazeVIEW email, postings and replies in the discussion board, and/or BlazeVIEW announcements. Check these areas at least several times per week (daily is recommended) as you are responsible for knowing all information communicated through these channels.

VSU requires that all correspondence between the student and the instructor be conducted through official university channels. To that end, all email correspondence related to this course is to be sent using the email client built into the BlazeVIEW course website. For other correspondence with any VSU faculty members or administrative offices, please use your VSU email account.

PROFESSIONALISM

The Department of Library and Information Studies expects you to pursue your academic endeavors and conduct yourself in a professional and ethical manner. All work submitted in the course must represent your own efforts. Cite sources and include reference information. You should communicate in a professional manner in both speech and writing and maintain a professional attitude, being respectful to others and their viewpoints. Exercise an awareness of the pervasiveness of the online environment and strive to maintain a professional online presence.

ACADEMIC INTEGRITY

You are responsible for knowing and abiding by the Academic Integrity Policy as set forth in the Student Code of Conduct (https://www.valdosta.edu/administration/student-affairs/student-conduct-office/student-handbook.php) and the COEHS Policy Statement of Plagiarism (https://www.valdosta.edu/colleges/education/deans-office/policy-statement-of-plagiarism.php). All students are expected to do their own work and to uphold a high standard of academic ethics. Consequences for acts of academic dishonesty are detailed in the COEHS Policy Statement of Plagiarism.

For more information, visit Academic Honesty at VSU (https://www.valdosta.edu/academics/academic-affairs/academic-honesty-at-vsu.php).

STUDENT OPINION OF INSTRUCTION SURVEY

At the end of the term, all students will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available through SmartEvals. Students will receive an email notification through their VSU email address when the SOI is available (generally at least one week before the end of the term). SOI responses are anonymous to instructors/administrators, and they will be able to access results only after they have submitted final grades. Before final grade submission, instructors will not be able to see any responses, but they can see the percentage of students who have or have not completed their SOIs. While instructors will not be able to see student names, an automated system will send a reminder email to those who have yet to complete their SOIs. Students who withdraw or drop a course will also be sent invitations to complete the Dropped Course Survey. Complete information about the

SOIs, including how to access the survey, is available on the SOI Procedures webpage (https://www.valdosta.edu/academics/academic-affairs/sois/).

Your instructor uses your SOIs to improve instruction from semester to semester. The more information you can provide about your experience in the course, both positive and negative, the deeper an impact you can have on my practice as an instructor. I thank you in advance for your thoughtful participation in this survey near the end of the term!

TITLE IX STATEMENT

Valdosta State University (VSU) is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment. VSU is dedicated to creating an environment where all campus community members feel valued, respected, and included. Valdosta State University prohibits discrimination on the basis of race, color, ethnicity, national origin, sex (including sexual harassment and sexual violence), sexual orientation, gender identity, religion, age, disability, genetic information, or veteran status, in the University's programs and activities as required by applicable laws and regulations such as Title IX. The individual designated with responsibility for coordination of compliance efforts and receipt of inquiries concerning nondiscrimination policies is the University's Title IX Coordinator: Dr. Sherolyn Hopkins, titleix@valdosta.edu, Student Union, Suite 3106, Valdosta State University, Valdosta, Georgia 31698, 229-333-5941. To file a report (not make an inquiry) please visit https://cm.maxient.com/reportingform.php?ValdostaStateUniv&layout_id=7

ACCOMMODATION STATEMENT

Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V), 229-375-5871. For more information, please visit VSU's Access Office (https://www.valdosta.edu/student/disability/) or email access@valdosta.edu

Helpful Links

Technical Support (IT helpdesk)	https://www.valdosta.edu/administration/it/solutions/
Center for eLearning (support for BlazeVIEW)	https://www.valdosta.edu/academics/elearning/
Academic Support Center	https://www.valdosta.edu/asc/
Hope Connect (Mental Health Services)	https://www.valdosta.edu/administration/student-affairs/student-health/hope-connect-about.php