**Z604: AREA AND INTERNATIONAL STUDIES LIBRARIANSHIP**

**Spring 2016**

The Area Studies Department  
The Indiana University Libraries

**Instructors:**  
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**Coordinators:**  
Wookjin Cheun  
Marion Frank-Wilson

**NOTE:** Because this class is taught by several area studies librarians, it is important to maintain clear communication channels. On all communications between instructors and students, please be sure to cc' Marion and Wookjin on all class business.

**Course description:**  
This class will provide an overview of issues related to area studies librarianship, including collection development, reference and outreach, partnerships and collaboration, website development and access, traditional information sources as well as emerging technologies, and space. Primary emphasis is given to the work of librarians in U.S. institutions who are in charge of area and international studies collections - at large research institutions as well as smaller college libraries. Each class session will include lecture, discussion and/or in class activities focusing on the topic and required readings identified in the syllabus.

**Course objectives:**  
- To gain an understanding of the history and practice of area studies librarianship in the U.S.  
- To learn about important tools for working with area and international studies collections not only at large research institutions but also at small college libraries.
To be able to make decisions about selection/acquisition, reference, and access to area studies collections.

To gain an understanding of the challenges and opportunities facing area studies librarianship.

Requirements:
Students are expected to attend all class meetings, read all the required materials, actively engage in classroom discussions, and complete all assignments. Late submissions of assignments will not be accepted.

Recommended textbook:

Other readings:
Articles from the library and information science literature, writings on websites, recordings of conference presentations. For the most part, articles will be available via Canvas section.

GRADES WILL BE BASED ON 5 ASSIGNMENTS AND CLASS PARTICIPATION.

Assignments and grade distribution:
Interview with an area studies librarian, in-class presentation of its results, and a final paper: 30%
Create libguides: 20%
Evaluate open-access online resources: 10%
Evaluate grant proposals: 10%
Review professional associations: 10%
Class participation: 20%

Guidelines for assignments:
Evaluate online resources: Each student is expected to select an open-access online resource that is significant for the area studies field of his/her interest and submit an evaluative essay, 500 words minimum in length (excluding endnotes or footnotes), which should include in it discussions of, among others, the origins, rationale, funding, technologies, maintenance, updating as well as the content of the project. Include a concluding paragraph devoted to a discussion of the significance of the resource for the particular area studies field. Due: February 26, 2016 by 5 pm (Eastern Time)

Create LibGuides: Based on his/her interest in a specific area studies field, each student is required to create a LibGuide pertaining to area studies topics. The sources to be included in the LibGuide should be of high scholarly quality and authority. Non-scholarly sources are acceptable if a brief written justification for
inclusion is provided. Avoid Wikipedia articles for this assignment. Due: March 11, 2016 by 5 pm (Eastern Time).

Evaluate grant proposals: Each student is required to submit a critical essay, 500 words minimum in length (excluding footnotes or endnotes), on the grant proposals (to be posted in Canvas in advance). Include in the essay discussions of the funding organization, context, principal investigator of the grant proposal and evaluation of its strengths and weaknesses (rationale, justification, timeliness, etc.). Due: April 1, 2016 by 5 pm (Eastern Time)

Review professional associations: Each student is required to select one from the area studies librarians’ associations listed in the syllabus (week April 4-8). Explore the organization’s website and submit an essay, 500 words minimum in length (excluding footnotes or endnotes), in which you provide a description of the librarians’ organization including the size of its membership, publishing activities, conferences, communication mechanism, subgroups or consortia, other collective activities, and challenges and opportunities. Due: April 15, 2016 by 5 pm (Eastern Time)

Interview project: Based on your interest in a specific area studies field (e.g. African, Latin America, South Asian, East Asian, Middle Eastern, Central Eurasian, Slavic and East European Studies), select an area studies librarian and conduct an interview. Interview questions may focus on any of the topics covered in class, e.g. collection development, providing access, challenges and issues related to emerging technologies, etc. and should be developed in consultation with the librarian. Please be sure to obtain the librarian's approval no later than the Spring Break. Students are expected to present their findings during the last class session and to submit an essay (5-10 pages, double-spaced) based on the interview. Due: April 29, 2016 by 5 pm (Eastern Time)

Projects and assignments must follow the Chicago Manual of Style, 16th edition. Numerous circulating and non-circulating copies as well as an online subscription are available through the libraries.

Definition of letter grades:
The following definitions of letter grades have been defined by student and faculty members of the Curriculum Steering Committee and have been approved by the faculty as an aid in evaluation of academic performance and to assist students by giving them an understanding of the grading standards of the School of Library and Information Science.
A 4.0 [95 to 100 points] Outstanding achievement. Student performance demonstrates full command of the course materials and evinces a high level of originality and/or creativity that far surpasses course expectations.
A- 3.7 [90 to 94.5] Excellent achievement. Student performance demonstrates thorough knowledge of the course materials and exceeds course expectations by completing all requirements in a superior manner.
B+ 3.3 [87 to 89.5] Very good work. Student performance demonstrates above-average comprehension of the course materials and exceeds course expectations on all tasks as defined in the course syllabus.
B 3.0 [84 to 86.5] Student performance meets designated course expectations and demonstrates understanding of the course materials at an acceptable level.
B- 2.7 [80 to 83.5] Marginal work. Student performance demonstrates incomplete understanding of course materials.
C+ 2.3/C 2.0 [77 to 79.5] Unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course materials.

**Academic integrity:**

Academic dishonesty

There is extensive documentation and discussion of the issue of academic dishonesty here <http://www.indiana.edu/~code/> in the Indiana University "Code of Student Rights, Responsibilities and Conduct". Of particular relevance is the section on plagiarism:

3. Plagiarism

Plagiarism is defined as presenting someone else's work, including the work of other students, as one's own. Any ideas or materials taken from another source for either written or oral use must be fully acknowledged, unless the information is common knowledge. What is considered "common knowledge" may differ from course to course.

a. A student must not adopt or reproduce ideas, opinions, theories, formulas, graphics, or pictures of another person without acknowledgment.
b. A student must give credit to the originality of others and acknowledge indebtedness whenever:
   1. Directly quoting another person's actual words, whether oral or written;
   2. Using another person's ideas, opinions, or theories;
   3. Paraphrasing the words, ideas, opinions, or theories of others, whether oral or written;
   4. Borrowing facts, statistics, or illustrative material; or
   5. Offering materials assembled or collected by others in the form of projects or collections without acknowledgment.

From: Part II: Student Responsibilities - G. Uphold and maintain academic and professional honesty and integrity - 3.

Plagiarism  http://www.indiana.edu/~code/code/responsibilities/academic/index.shtml

Plagiarism is the use of someone else's ideas, words, or opinions without attribution. Any assignment that contains plagiarized material or indicates any other form of academic dishonesty will receive a grade of “F”. A second instance will result in an automatic grade of “F” for the course. Penalties may be harsher depending upon the severity of the offense. See Indiana University's “Code of Student Rights, Responsibilities and Conduct” (link above).

There is more to avoiding plagiarism than simply citing a reference. To aid students both in recognizing plagiarism and in avoiding the appearance of plagiarism, Indiana University's Writing Tutorial Services has prepared a short guide entitled
Plagiarism: What it is and how to recognize and avoid it. For example, here are some strategies for avoiding plagiarism:

1. Put in quotations everything that comes directly from the text especially when taking notes.
2. Paraphrase, but be sure you are not just rearranging or replacing a few words. Instead, read over what you want to paraphrase carefully; cover up the text with your hand, or close the text so you can't see any of it (and so aren't tempted to use the text as a "guide"). Write out the idea in your own words without peeking.
3. Check your paraphrase against the original text to be sure you have not accidentally used the same phrases or words, and that the information is accurate.

From: http://www.indiana.edu/~wts/pamphlets/plagiarism.shtml
This guide is available here (opens a new window). It provides explicit examples of plagiarism and offers strategies for avoiding it. Each student should be familiar with this document and use it as a guide when completing assignments. In fact, there are many pamphlets at Writing Tutorial Services that you might find useful as you begin your graduate work. They are listed here (opens a new window).

Indiana University and School of Library and Information Science policies on academic dishonesty will be followed. Students found to be engaging in plagiarism, cheating, and other types of dishonesty will receive an F for the assignment and additional penalties applied at the discretion of the instructor. As a rule of thumb, when in doubt, cite the source!

**Statement for students with disabilities**
The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact IU Disability Services for Students [https://studentaffairs.indiana.edu/disability-services-students/](https://studentaffairs.indiana.edu/disability-services-students/)
 COURSE SCHEDULE
(Subject to change with advance notice)

1. January 11-15
   ORIENTATION
   Instructors: Marion Frank-Wilson & Wookjin Cheun
   
   Overview of course;
   Student and instructor expectations;
   Course requirements;
   Discussion of projects

COLLECTIONS

2. January 18-22
   History of area studies in the U.S.
   Instructors: Marion Frank-Wilson & Wookjin Cheun
   
   Discussion topics:
   What is area studies?;
   How does it connect with area studies librarianship?;
   Issues, trends, future directions and their implications for contemporary Area
   and International Studies librarianship;
   What are the implications of shift towards global/intl. for area studies librarians
   and collections?

   Guest speakers (The finalized list of guest speakers for the course will be
   available soon):
   Hilary Kahn (Indiana University)
   Charles Kurzman (University of North Carolina)
   Title VI center director

   Readings:
   Szanton, David L. "The Origin, Nature, and Challenges of Area Studies in the
   United States." The politics of knowledge: Area studies and the disciplines 3
   (2004).
   (Available open access at http://escholarship.org/uc/item/59n2d2n1)

   Tripp, Aili. “New Funding Challenges and Opportunities in African Studies


3. January 25-29
Area and International Studies collection in U.S. libraries
Instructors: Wen-ling Liu & Karen Farrell

Discussion topics:
Issues and themes in Area and International Studies librarianship

Assignment: Obtain the librarian’s consent for your interview project; and post a short description (100 words minimum) of your project including the specific topics it will cover. Due January 29th by 5pm (Eastern Time)

Readings:


“Provocations” on Themes I, II, and III from the 2013 IU Workshop; AND watch the videos from the three main responses (“Responses” 1, 3, & 4) http://www.indiana.edu/~libarea/provocations.html


4. February 1-5
Collection Development and Acquisitions
Instructors: Luis González & Wookjin Cheun

Discussion topics:
Building area studies collections;
Collection development policies;
Vendors, vendor relationships and networks;
Acquisition methods/strategies: approval plans – international and U.S. based (e.g., LC field offices, other vendors) vs. title-by-title selection;
Book buying trips;
Gifts and exchanges;
“Building for the future” and area studies collections

Guest speakers (15-20 minutes each):
Ralf Shaw (Indiana University)
Ed Miner (Library of Congress, field office director)

Readings:
Review collection development policies in Collecting Global Resources

http://dx.doi.org/10.1300/J167v03n02_05

Simon, James, Holly Ackerman, and Pushkar Sohoni. “Primary Sourcing: Traveling for Collection Development”
http://sites.utexas.edu/iasc21/201508/24/primary-sourcing-traveling-for-collection-development/

5. February 8-12
Collection Development cont.
Instructors: Karen Farrell & Marion Frank-Wilson

Discussion topics:
Future trends;
New forms of collection development (collaborative collection development, web archiving, consortial agreements, shared print repositories, catch and release, etc.);
Preservation, digital preservation;
Partnerships and collaboration (local, national, international);
Role of CRL

Guest speakers:
Elise Calvi (Indiana University)
Heidi Dowding (Indiana University)
Kazuko Hioki (University of Kentucky)
Pamela Graham (Columbia University)

Readings:
http://dx.doi.org/10.1300/J105v24n03_01

http://opensiuc.lib.siu.edu/morris_articles/52/

https://www.crl.edu/focus/article/9087

Watch video recording of Robert Davis’ “Reaction” at the 2013 IU Workshop.

Watch CRL Webinar, “Introduction to CRL.”
https://www.youtube.com/watch?v=FYI3dDjVqyE

6. February 15-19
**Nature and impact of the digital age**
**Instructors:** Marion Frank-Wilson & Karen Farrell

**Discussion topics:**
- Open access publishing;
- Print vs. electronic;
- Digital humanities (opportunities and challenges for Area and International Studies librarians; models and trends);
- Ethical issues;
- Copyright

**Guest speakers:**
- Ruth Stone (Indiana University, on IU’s MDPI--Media Digitization and Preservation Initiative)
- Nazareth Pantaloni (Indiana University)

**Readings**
http://proxyiub.uits.iu.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=aph&bquery=Lost+%26quot%3bin%26quot%3b+the+Cloud%3a+Research+Library+Collections+AND+Community+%26quot%3bin%26quot%3b+the+Digital+Age&type=0&site=ehost-live&scope=site


“Archivo Histórico de la Policía Nacional de Guatemala at the University of Texas.” https://ahpn.lib.utexas.edu/

**DISCOVERY**

7. February 22-26

**Cataloging, metadata, discovery systems**

**Instructors:** Wen-ling Liu & Wookjin Cheun

**Discussion topics:**

Challenges of vernacular cataloging;

Metadata

**Assignment:** Review of online resources in area and international studies. Due February 26th by 5 pm (Eastern Time)

**Guest speakers:**

David Hirsch (University of California)

Akram Khabibullaev (Indiana University)

**Readings:**


http://proxyiub.uits.iu.edu/login?url=http://search.ebscohost.com/login.aspx?direct=true&db=aph&bquery=%26quot%3bAn%26quot%3b+Assessment+%26quot%3b+Provide+Non-Roman+Subject+Access+%26quot%3b+the+Library+Online+Catalog&type=0&site=ehost-live&scope=site

http://www.tandfonline.com/doi/full/10.1080/19386389.2014.909670

RDA (Resource Description & Access) Blog.
http://resourcedescriptionandaccess.blogspot.com/ (10/6/2015)

8. February 29 - March 4
**Providing access**
**Instructors: Luis González & Karen Farrell**

**Discussion topics:**
Connecting users with the collections;
Search engine optimization and its role for area studies;
Websites, LibGuides, finding aids;
Promoting the collections through exhibitions

**Guest speakers:**
Melissa Gasparotto (Rutgers University)
Andrea Baer (Indiana University)

**Readings:**
https://journals.tdl.org/pal/index.php/pal/article/download/6971/6076

Reboussin, Daniel, and Laurie Taylor. “*Improving Digital Collection Access with Simple Search Engine Optimization Strategies,*”
http://ufdcimages.uflib.ufl.edu/IR/00/00/41/58/00001/ImprovingAccessSEOstrategies.pdf

9. March 7-11
**Reference**
**Instructors: Marion Frank-Wilson, Wen-ling Liu, Luis González, Karen Farrell, Wookjin Cheun**

**Discussions topics:**
Overview of important reference resources for Area and International Studies by the instructors (recordings);
Area and International Studies reference work: small college library vs. large research library

**Assignment:** Creation of a LibGuide pertaining to area and international studies. Due March 11th by 5 pm (Eastern Time)

**Guest speakers:**
Guest speakers from a small library and a large library

**Activity:** The class is divided into groups, each of which will be assigned a reference question to work on. Each group conducts a reference interview/research consultation and posts the recording of its consultation work and comments on other group’s work.

10. March 14-20
   **Spring break**

**ADVOCACY**

11. March 21-25
   **Advocacy and positioning**
   **Instructors:** Marion Frank-Wilson & Wen-ling Liu

   **Discussions topics:**
   Budget/funding for Area and International Studies;
   Funding sources;
   Grants and grant writing;
   Library spaces;
   Organizational structures

   **Guest speakers:**
   Paula Kaufman (University of Illinois)
   Steven Witt (University of Illinois)

   **Readings:**


12. March 28 – April 1

**Faculty-librarian partnerships, liaison work**

**Instructors:** Wookjin Cheun & Marion Frank-Wilson

**Discussions topics:**
- Embedded librarians;
- IU's Information Literacy Grants;
- Outreach

**Assignment:** Critique of a grant proposal. Due April 1st by 5 pm (Eastern Time)

**Readings:**


13. April 4-8
The role of professional organizations
Instructors: Wookjin Cheun & Karen Farrell

Discussions topics:
How are they organized?
Areas of activities;
Challenges and opportunities

Guest speaker:
One chair of area studies librarians’ organization
Short recorded presentations from each of the area studies Microform Projects

Area and International Studies Librarians’ Associations:
African Studies: http://www.library.upenn.edu/collections/africa/ALC/
East Asian Studies: http://www.eastasianlib.org/
Latin American Studies: http://salalm.org/
Middle Eastern Studies: http://www.mela.us/
Slavic and East European Studies:
https://sites.google.com/site/aseeesclir/home
South Asian Studies: http://www.consald.org/
Southeast Asian Studies: http://www.cormosea.org/

14. April 11-15
Collection evaluation and assessment
Instructors: Wen-ling Liu & Luis González

Discussions topics:
What do we assess/evaluate?
Practice and methods for area studies

Assignment: Review of your area studies librarians association. Due April 15th by 5 pm (Eastern Time)

Readings:


15. April 18-22

**How to become an Area and International Studies librarian**

**Instructors:** Karen Farrell & Marion Frank-Wilson

**Discussions topics:**
The job market; 
Recruitment; 
Mentoring; 
Job requirements; 
New models of area studies positions

**Guest speakers:**
Mary Rader (University of Texas, on job search)
Pamela Graham (Columbia University, 2Cul)  
Lauran Hartley (Columbia University)

**Readings:**
https://sites.utexas.edu/iasc21/2015/04/01/chicago-minnesota-libraries-area-studies-collections-expertise-exchange/

https://scholarworks.iu.edu/dspace/handle/2022/3071.

Paganelis, George I. "Recruitment Experiences in Area Studies Library Organizations: The Case of ACRL’s Western European Studies Section." In *Recruitment, Development, and Retention of Information Professionals: Trends in Human Resources and Knowledge Management*, edited by Elisabeth Pankl,


http://dx.doi.org/10.1300/J167v06n01_06

16. April 25-29
Assignments: Presentations of interview projects/interactive
Instructors: Marion Frank-Wilson, Wen-ling Liu, Luis González, Karen Farrell, Wookjin Cheun