

University of Wisconsin-Milwaukee
School of Information Studies
Seminar in Library Administration
540-Seminar in Library Administration
(Prerequisites: grad st; 510, 520, and 540; or cons. of instructor)

Course Instructor: Professor Mohammed M. Aman, Ph.D.
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If you are a student with special needs, please discuss this with the instructor as soon as possible.

Course Description:

Selected problems of administration in all types of libraries. Topics may include areas such as library financial planning, staffing, or facilities management.

Course Objectives:

- Discussion of and elaboration on issues in management in libraries and information centers
- Conflict resolution and management of change
- Fund-raising
- Public relations
- Laws and legislation affecting libraries and information sectors
- Community analysis studies

Course Materials:

There is no single book to read for this seminar, there are several books and articles to read and comment on in class discussions on topics dealing with advanced issues in management in library and information systems and environments. There will be materials (lectures notes, video lectures, readings, etc.) available through the 'course materials' link on the course site and additional readings on the GML e-reserve.

Course Requirements:

In the online section of the course, each student is required to post four initial questions and sixteen quality responses to and comments on other students' postings for the whole semester relating to the course content. (30 points)

Course Assignments:

Evaluate four web sites dealing with management, human resources, public relations, agencies/foundations (including philanthropic ones) that fund public libraries and library programs. (10 points)

Other brief assignments and book reports as determined by the professor (10 points)

Term Paper: 15-20 pages; double spaced; APA or Chicago style. Submitted to the assignment digital drop box by the specified deadline (50 points). You must have your topic approved in advance. Possible topics include:

1. A Business plan for a new venture in the information profession
2. Develop a feasibility study
3. A plan for fund-raising for a public, academic , special or a school library
4. A building program for a new or to renovated library project
5. A community study for a public library
6. Inter- and intralibrary cooperation
7. Cooperation between public and school or public and academic libraries
8. Develop a Job analysis and work force analysis program
9. Advanced topics in technical services, access, automation, HR, etc.
10. Biography of leading library administrators and innovators
11. Comparative or case studies of different styles of management