

## Technical Services Pathway

A specialization within the Master of Library and Information Science Program  
St. Catherine University

Updated: Spring 2016

### Introduction

The environment for libraries in general and technical services in particular is changing rapidly. Cataloging and classification are evolving as the impact of technology changes traditional methods and systems of ensuring access. At the same time, the concepts of organizing knowledge and making complex decisions when describing library collections and formatting the data electronically have become even more essential as the number of resources and formats has increased.

In light of these changes, catalogers, collection development librarians and technical services librarians increasingly will emphasize their roles as knowledge access managers, responsible for designing and evaluating knowledge organization systems. Librarians with cataloging knowledge and experience will play major roles in:

- Setting and following standards for the representation of bibliographic and other data (e.g., authority work, classification, subject headings, holdings) in library catalogs in a variety of machine formats (e.g., MARC, XML);
- Providing original cataloging of unique materials;
- Providing metadata for emerging electronic formats; and
- Facilitating cross domain interoperability in an arena of diverse metadata schema.

### Competencies

The Association of Library Collections and Technical Services of the American Library Association (<http://www.ala.org/alcts/>) is the primary resource for information specialists in collection development, preservation and technical services.

Core competencies necessary for librarians in technical services specialties fall into five broad categories:

#### 1. Intellectual Access and Knowledge Organization

All librarians must understand the ways in which information is organized for retrieval and be able to communicate this knowledge of organizational structures to the library user. In doing so, they must possess a basic knowledge of how databases are created and indexed and the factors that affect indexing, retrieval and display of records

#### 2. Preserving Access

Access to library collections and information is an integral part of librarianship. All librarians must possess a conceptual knowledge of the physical and intellectual nature of library materials, including digital resources, as well as the factors affecting the life expectancy of library materials. Librarians must understand basic preservation activities.

#### 3. Identification, Selection, and Acquisition of Information Resources

All librarians must have basic knowledge and skills pertinent to the development of

collections, the management of financial resources and the dissemination of information in a dynamic and collaborative networked environment.

4. Management Skills

General skills and knowledge in the areas of management and personal development empower librarians to be successful in any setting. These skills and knowledge include, but are not limited to, communicating in verbal or written mode, planning and implementing plans, working with budgets, evaluating programs and supervising others

5. Skills in Research Analysis and Interpretation

All librarians must understand methods commonly used to gather data for their own analyses and to interpret the data and analyses of others. In varying degrees according to their work, librarians must also possess knowledge of techniques for a logical, scientific approach to solving problems and evaluating services.

**Courses**

Core Requirements: (for students entering program after Spring 2015)

- LIS 7010 Introduction to Library and Information Science
- LIS 7030 Organization of Knowledge
- LIS 7040 Information Access Services
- LIS 7050 Research Methods
- LIS 7700 Management of Libraries and Information Centers

Core Requirements: (for students who entered the program Fall 2011 to Spring 2015)

- LIS 7010 Introduction to Library and Information Science
- LIS 7030 Organization of Knowledge
- LIS 7040 Information Access Services
- LIS 7050 Research Methods
- LIS 7700 Management of Libraries and Information Centers
- LIS 7790 Touchstone
- LIS 8990 Capstone

**Cataloging: Academic and Public Libraries**

Highly Recommended Courses:

- LIS 7300 Cataloging and Classification
- LIS 7370 Online Information Systems
- LIS 7450 Searching Electronic Databases
- LIS 7530 Internet Fundamentals and Design
- LIS 7710 Public Libraries *or*  
 LIS 7720 Academic Libraries
- LIS 8820 Metadata for Internet Resources

**Cataloging: Special Collections**

Highly Recommended Courses:

LIS 7120 History of Print, Early Books and Manuscripts  
LIS 7130 Preservation Management  
LIS 7300 Cataloging and Classification  
LIS 7530 Internet Fundamentals and Design  
LIS 7590 Digital Libraries  
LIS 7750 Introduction to Archives and Special Collections  
LIS 7993 Practicum  
LIS 8820 Metadata for Internet Resources

**Collection Development:**

Highly Recommended Courses:

LIS 7300 Cataloging and Classification  
LIS 7370 Online Information Systems LIS 7480  
Collection Management  
LIS 7530 Internet Fundamentals and Design  
LIS 7570 Electronic Resource Management  
LIS 7590 Digital Libraries  
LIS 7710 Public Libraries *or*  
LIS 7720 Academic Libraries  
LIS 7993 Practicum

Recommended to Choose One:

\*LIS 7400 Reference Sources in the Humanities  
\*LIS 7410 Reference Sources in the Social Sciences  
\*LIS 7420 Reference Sources in the Sciences  
\*LIS 7430 Reference Sources in Business and Economics  
LIS 7440 Government Information Resources  
LIS 7450 Searching Electronic Databases  
LIS 7810 Reference Sources in Health Science  
LIS 7870 Legal Information Sources

\*FYI: The curriculum is in transition regarding reference sources courses.

**Library Systems:**

Highly Recommended Courses:

LIS 7300 Cataloging and Classification  
LIS 7370 Online Information Systems *or*  
LIS 7540 Information Systems Analysis and Design  
LIS 7510 Database Management  
LIS 7520 Networks  
LIS 7530 Internet Fundamentals and Design  
LIS 7570 Electronic Resources Management  
LIS 7590 Digital Libraries

LIS 7993 Practicum  
LIS 8820 Metadata for Internet Resources

**Technical Services Leadership**

Highly Recommended Courses:

LIS 7300 Cataloging and Classification  
LIS 7370 Online Information Systems *or*  
    LIS 7540 Information Systems Analysis and Design  
LIS 7530 Internet Fundamentals and Design  
LIS 7590 Digital Libraries  
LIS 7710 Public Libraries *or*  
    LIS 7720 Academic Libraries  
LIS 7993 Practicum

Recommended to Choose One:

LIS 7160 Leadership in Theory and Practice  
LIS 7550 Information Policy  
LIS 7690 Information Technology, People and Society  
LIS 7920 Information Seeking Behavior