

ARCHIVES AND PRESERVATION
 Concentration Requirements
 Prepared by: Marija Dalbello (4/25/2016)

Description:

This concentration will prepare students to assume the responsibilities and roles in identifying and preserving analog and digital records as trustworthy evidence and memory of the activities of individuals, families, and organizations. Students will learn how to make records accessible to current users and future generations in heritage institutions and how to make them available to the public. They will explore the institutions preserving cultural and scientific knowledge amid the changing perspectives and in diverse social contexts. They will learn about the tensions around privacy, access, and memorial contestation as well as about the role of records, documents, and archival institutions in human rights and social justice.

Concentration Goals and Objectives

Students will learn the skills needed to perform preservation roles in organizations and for stewardship across media forms, including digital objects and digitized materials. Students will become proficient in appraising records for acquisition and selection, planning, executing and monitoring preservation actions and processes, and in creating a wide range of research tools aimed to make the holdings of archives known to the public. Courses will focus on archival theory of arrangement and description, appraisal theories and practices for diverse organizations, preservation principles, and technology migration management. The ethical dimension and policy grounding surrounding preservation and archives will be emphasized.

Archives and Preservation Concentration

MI Degree Requirements	Credits
<p><i>Every student who enters the program, regardless of the concentration is currently required to take 3 zero credit classes</i></p> <p>501: This is a self-directed exploration of career opportunities. It also helps student match career goals to curriculum</p> <p>502: Colloquium</p> <p>503: eportfolio: Students create a professional eportfolio as well as fill out a program assessment portfolio form</p>	0
<p><i>Every student who enters the program must take a minimum of 2 out of the following foundation courses:</i></p> <p>510: Human Information behavior</p> <p>520: Organizing Information</p> <p>570: Management Principles in Information Organizations</p> <p>580: Knowledge and Society (required for Archives Concentration)</p>	6
<p><i>Minimum Technology course requirement:</i></p> <p>550: Information technologies for Library & Information Service Agencies (note: this course is required for Library & Information Science students. For the other concentrations our</p>	0-3

<p>program assumes that students have attained the competencies and objectives listed for 550. Please look at the course here to determine if you meet the standards. If not, you must also take this course. If you have any questions contact Professor Anselm Spoerri.</p>	
ARCHIVES AND PRESERVATION CONCENTRATION REQUIREMENTS	
<p>Concentration specific requirements (4 courses) 583: Foundations of Preservation and Archives 533: Manuscripts and Archives 534: Records Management 556: Preservation of Library and Archival Materials</p>	12
<p>Electives (select 3) 522: Cataloging and Classification 524: Metadata for Information Professionals (<i>rename: Description and Access for Libraries, Archives, and Museums</i>) 554: Information Visualization 557: Database Design & Management 586: The History of Books, Documents, and Records in Print and Electronic Environments 5xx: Special Topics: Data Curation 5xx: Special Topics: Digital Preservation</p>	9
<p>General electives (2-3 courses) Field Experience (<i>arranged only with official sites and include organized learning experience</i>) Individual Study (<i>1 individual study is allowed with full-time faculty only</i>) Choose from any course offered in the MI program and/or Cultural Heritage and Preservation Studies (CHAPS) program in Art History, Rutgers.</p> <p>General elective courses and field experience are subject to approval by the Archives and Preservation Concentration faculty coordinator Professor Marija Dalbello to match student career objectives.</p>	6/9
TOTAL credits:	36