I 310C: Introduction to Cultural Heritage Informatics

27400

Spring 2024

CLASS MEETS: T/Th 2-3:30, GAR 3.116

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Pronouns: she/her

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Office hours:

by appointment

Course Description

UNIVERSITY CATALOG COURSE DESCRIPTION

This course is an introduction to cultural heritage informatics. Students will learn to manage information for libraries and archives.

PRE-REQUISITES FOR THE COURSE

I 301

LEARNING OUTCOMES

1. Identify and explain key terms in cultural heritage fields
2. Synthesize concepts in cultural heritage and informatics through case studies
3. Compare and contrast two case studies in cultural heritage informatics in a final paperLO1

How Will You Learn?

STATEMENT OF LEARNING SUCCESS

Your success in this class is important to me. We all learn differently, and everyone struggles sometimes. You are not, ever, the only one having difficulty! If there are aspects of this course that prevent you from learning or exclude you, please let me know as soon as possible. Together we will develop strategies to meet both your needs and the requirements of the course. I also encourage you to reach out to the student resources available through UT and I am happy to connect you with a person or Center if you would like.

TEACHING MODALITY INFORMATION

The course will meet twice a week for 1.5 hours each. The course is designed as an in-person seminar class where the discussions will orient around readings and, later in the semester, case studies.

COMMUNICATION

The course Canvas site can be found at utexas.instructure.com. Please email me through Canvas. You are responsible for ensuring that the primary email address you have recorded with the university is the one you will check for course communications because that is the email address that Canvas uses. I will respond to messages within 24 hours during the week, and 48 hours on weekends.

ASKING FOR HELP

Please reach out via Canvas, Email, or set up time to chat one-on-one in office hours!

DISABILITY & ACCESS (D&A)

The university is committed to creating an accessible and inclusive learning environment consistent with university policy and federal and state law. Please let me know if you experience any barriers to learning so I can work with you to ensure you have equal opportunity to participate fully in this course. If you are a student with a disability, or think you may have a disability, and need accommodations please contact Disability & Access (D&A). Please refer to the D&A website for more information: http://diversity.utexas.edu/disability/. If you are already registered with D&A, please deliver your Accommodation Letter to me as early as possible in the semester so we can discuss your approved accommodations and needs in this course. It is never too late to register with SSD, however.

Course Requirements and Grading

REQUIRED MATERIALS

All readings and course materials will be available through Canvas.

REQUIRED DEVICES

A laptop or desktop computer running Windows, MacOS, or Linux will help you access some of the services and technology we discuss on your own time. You are not required to bring a computer or mobile device to class.

CLASSROOM EXPECTATIONS

Class attendance You are expected to attend in-class sessions regularly to contribute to the learning environment. Absences may be excused if you reach out before class. Please report emergencies as soon as possible, ideally through the Student Emergency Services documentation process.

Class participation You should be active and willing participants in the class discussions. Please be respectful of one another and your diverse experiences.

Behavior expectations In the first class week, we will draft a code of conduct for the semester.

ASSIGNMENTS

The following table represents how you will demonstrate your learning and how we will assess the degree to which you have done so.

Assignments	Points Possible	Percent of Total Grade
1. Attendance and Participation	10	10
2. Discussion Questions	10	10
3. Concept Report	10	10
4. Case Study Reports	30	30
5. Final Paper: Connect Concept and Case	30	30
6. Final presentations	10	10

LATE WORK AND MAKING UP MISSED WORK

Any late work that is not excused in advance will be subject to a ten percent penalty per day. All students may turn in one assignment up to two days late with no penalty (this does NOT apply to the final presentations).

ABSENCES

Absences may be excused if discussed in advance of the class session to be missed. If you experience an emergency, please update me as soon as you can. Student Emergency Services can facilitate this communication.

EQUITABLE ACCOMMODATION

You only need to complete 10 Discussion Question assignments throughout the semester out of a possible 13.

EXTRA CREDIT

[Description of your policies: e.g., if you provide opportunities for extra credit, how is it awarded?]

+/- GRADNG POLICY

Final grades will use +/- according to the grade breaks below.

GRADE BREAKS

I will use the standard UT Austin grade categories for the course.

Grade	Cutoff
A	94%
A-	90%
B+	87%
B	84%
B-	80%
C+	77%
C	74%
C-	70%

Grade	Cutoff
D+	67%
D	64%
D-	60%
F	<60%

Course Outline

All instructions, assignments, readings, rubrics and essential information will be on the Canvas website at utexas.instructure.com. Check Canvas regularly. **Changes** to the schedule may be made at my discretion if circumstances require. I will announce any such changes in class and will also communicate them via a Canvas announcement. It is your responsibility to note these changes when announced, and I will do my best to ensure that you are notified of changes with as much advance notice as possible.

Week	Date	Class Topic	Out of Class Activities
1.	1/16 1/18	Introduction to the course, class policies	Edit Code of Conduct
2	1/23 1/25	What is Cultural Heritage?	Read Foote, 1990
3	1/30 2/1	Access 1: Bibliographic Records in the Library	Read "Libraries;" Introduction to FRBR Final Report (2009 edition).
4	2/6 2/8	Access 2: Metadata	Read "Linked Data;" Dappert and Farquhar, 2009; Introduction to PREMIS Data Dictionary Version 3.0 **or** Introduction to CIDOC CRM Version 7.2.
5	2/13 2/15	Preservation 1: Records and Artifacts	Read "Archival Science;" "Archives;" Yeo, 2007
6	2/20 2/22	Preservation 2: Arrangement and the Archives	Read Schellenberg, 1961; Theimer, 2012. Discussion Leader preferences due Friday
7	2/27 2/29	Programming Week	**Concept Report due Friday.**
8	3/5 3/7	Case Study: Digital Libraries	Read Tarver et al., 2014; Carlyle, 1999 Browse Texas Digital Library, particularly About and Member Repositories.
9	3/19 3/21	Case Study: Fan Works Metadata	Read Bullard, 2014; Johnson, 2014 Browse Archive of Our Own's metadata

Week	Date	Class Topic	Out of Class Activities
			guidelines; select one tag from the provided list to explore.
10	3/26 3/28	Case Study: Social Media Data	Read Zubiaga, 2018; Acker and Kriesberg, 2017. Browse Documenting the Now's Twarc tool documentation and tutorials.
11	4/2 4/4	Case Study: Game Preservation in Museums	Read Galloway, 2011; Lee et al., 2014; "The art of video games…", 2012 Browse Smithsonian site for "The Art of Video Games" exhibition.
12	4/9 4/11	Case Study: Archives and Climate Change	Read Tansey, 2015; Mazurczyk et al. 2018 Browse NOAA and NASA interactive maps of climate change forecasts using your chosen cultural heritage institution's address. **Case report due.**
13	4/16 4/18	Workshop	No required reading Bring synthesis ideas
14	4/23 4/25	Presentation Week 4/25 Last Class Session	**Final synthesis presentations**
	5/1	*Reports due* *No class this week.*	***Final synthesis report due***

Course Policies and Disclosures

HONOR CODE

The University of Texas at Austin strives to create a dynamic and engaging community of teaching and learning where students feel intellectually challenged; build knowledge and skills; and develop critical thinking, creativity, and intellectual curiosity. As a part of this community, it is important to engage in assignments, exams, and other work for your classes with openness, integrity, and a willingness to make mistakes and learn from them. The UT Austin honor code champions these principles:

I pledge, as a member of the University of Texas community, to do my work honestly, respectfully, and through the intentional pursuit of learning and scholarship.

The honor code affirmation includes three additional principles that elaborate on the core theme:

- I pledge to be honest about what I create and to acknowledge what I use that belongs to others.
- I pledge to value the process of learning in addition to the outcome, while celebrating and learning from mistakes.
- This code encompasses all of the academic and scholarly endeavors of the university community.

The honor code is more than a set of rules, it reflects the values that are foundational to your academic community. By affirming and embracing the honor code, you are both upholding the integrity of your work and contributing to a campus culture of trust and respect.

ACADEMIC INTEGRITY EXPECTATIONS

Students who violate University rules on academic misconduct are subject to the student conduct process. A student found responsible for academic misconduct may be assigned both a status sanction and a grade impact for the course. The grade impact could range from a zero on the assignment in question up to a failing grade in the course. A status sanction can range from a written warning, probation, deferred suspension and/or dismissal from the University. To learn more about academic integrity standards, tips for avoiding a potential academic misconduct violation, and the overall conduct process, please visit the Student Conduct and Academic Integrity website at: http://deanofstudents.utexas.edu/conduct.

CONFIDENTIALITY OF CLASS RECORDINGS

Class recordings are reserved only for students in this class for educational purposes and are protected under FERPA. The recordings should not be shared outside the class in any form. Violation of this restriction by a student could lead to Student Misconduct proceedings.

GETTING HELP WITH TECHNOLOGY

Students needing help with technology in this course should contact the ITS Service Desk or iSchool IT Lab.

CONTENT WARNING

Our classroom provides an open space for the critical and orderly exchange of ideas through discussion. Some readings and other content in this course will include topics and comments that some students may find offensive and/or traumatizing. I'll aim to forewarn students about potentially disturbing content and I ask all students to help to create an atmosphere of mutual respect and sensitivity.

SHARING OF COURSE MATERIALS IS PROHIBITED

No materials used in this class, including, but not limited to, lecture hand-outs, videos, assessments (quizzes, exams, papers, projects, homework assignments), in-class materials, review sheets, and additional problem sets, may be shared online or with anyone outside of the class without explicit, my written permission. Unauthorized sharing of materials may facilitate cheating. The University is aware of the sites used for sharing materials, and any materials found online that are associated with you, or any suspected unauthorized sharing of materials, will be reported to Student Conduct and Academic Integrity in the Office of the Dean of Students. These reports can result in initiation of the student conduct process and include charge(s) for academic misconduct, potentially resulting in sanctions, including a grade impact.

ARTIFICIAL INTELLIGENCE

The creation of artificial intelligence tools for widespread use is an exciting innovation. These tools have both appropriate and inappropriate uses in classwork. The use of artificial intelligence tools (such as ChatGPT) in this class **shall be permitted on a limited basis**. You will be informed as to the assignments for which AI may be utilized. You are also welcome to seek my prior-approval to use AI writing tools on any assignment. In either instance, AI writing tools should be used with caution and proper citation, as the use of AI should be properly attributed. Using AI writing tools without my permission or authorization, or failing to properly cite AI even where permitted, shall constitute a violation of UT Austin's Institutional Rules on academic integrity. If you are considering the use of AI writing tools but are unsure if you are allowed or the extent to which they may be utilized appropriately, please ask.

RELIGIOUS HOLY DAYS

By UT Austin policy, you must notify me of your pending absence for a religious holy day as far in advance as possible of the date of observance. If you must miss a class, an examination, a work assignment, or a project in order to observe a religious holy day, you will be given an opportunity to complete the missed work within a reasonable time after the absence.

NAMES AND PRONOUNS

Class rosters are provided to the instructor with the student's legal name, unless they have added a chosen name with the registrar's office. If you have not yet done so, I will gladly honor your request to address you with the name and pronouns that you prefer for me to use for you. It is helpful to advise me of any changes or needs regarding your name and pronouns early in the semester so that I may make appropriate updates to my records and be informed about how to support you in this class.

- For instructions on how to add your pronouns to Canvas, visit this site.
- If you would like to update your chosen name with the registrar's office, you can do so here, and reference this guide.
- For additional guidelines prepared by the Gender and Sexuality Center for changing your name on various campus systems, see the Resources page under UT Resources here.

LAND ACKNOWLEDGMENT

I would like to acknowledge that we are meeting on the Indigenous lands of Turtle Island, the ancestral name for what now is called North America. Moreover, I would like to acknowledge the Alabama-Coushatta, Caddo, Carrizo/Comecrudo, Coahuiltecan, Comanche, Kickapoo, Lipan Apache, Tonkawa and Ysleta Del Sur Pueblo, and all the American Indian and Indigenous Peoples and communities who have been or have become a part of these lands and territories in Texas.

Important Safety Information

CARRYING OF HANDGUNS ON CAMPUS

Students in this class should be aware of the following university policies related to Texas' Open Carry Law:

- Students in this class who hold a license to carry are asked to review the university policy regarding campus carry.
- Individuals who hold a license to carry are eligible to carry a concealed handgun on campus, including in most outdoor areas, buildings and spaces that are accessible to the public, and in classrooms.
- It is the responsibility of concealed-carry license holders to carry their handguns on or about their person at all times while on campus. Open carry is NOT permitted, meaning that a license holder may not carry a partially or wholly visible handgun on campus premises or on any university driveway, street, sidewalk or walkway, parking lot, parking garage, or other parking area.
- Per my right, I prohibit carrying of handguns in my personal office. Note that this information will also be conveyed to all students verbally during the first week of class. This written notice is intended to reinforce the verbal notification, and is not a "legally effective" means of notification in its own right.

TITLE IX DISCLOSURE

Beginning January 1, 2020, Texas Education Code, Section 51.252 (formerly known as Senate Bill 212) requires all employees of Texas universities, including faculty, to report to the Title IX Office any information regarding incidents of sexual harassment, sexual assault, dating violence, or stalking that is disclosed to them. Texas law requires that all employees who witness or receive information about incidents of this type (including, but not limited to, written forms, applications, one-on-one conversations, class assignments, class discussions, or third-party reports) must report it to the Title IX Coordinator. **Before talking with me, or with any faculty or staff member about a Title IX-related incident, please remember that I will be required to report this information**.

Although graduate teaching and research assistants are not subject to Texas Education Code, Section 51.252, they are [mandatory reporters](#) under federal Title IX regulations and are required to report [a wide range of behaviors we refer to as sexual misconduct](#), including the types of misconduct covered under Texas Education Code, Section 51.252. Title IX of the Education Amendments of 1972 is a federal civil rights law that prohibits discrimination on the basis of sex – including pregnancy and parental status – in educational programs and activities. The Title IX Office has developed supportive ways and compiled campus resources to support all impacted by a Title IX matter.

If you would like to speak with a case manager, who can provide support, resources, or academic accommodations, in the Title IX Office, please email: supportandresources@austin.utexas.edu. Case managers can also provide support, resources, and accommodations for pregnant, nursing, and parenting students.

For more information about reporting options and resources, please visit: https://titleix.utexas.edu, contact the Title IX Office via email at: titleix@austin.utexas.edu, or call 512-471-0419.

CAMPUS SAFETY

The following are recommendations regarding emergency evacuation from the [Office of Emergency Management](#), 512-232-2114:

- Students should sign up for Campus Emergency Text Alerts at the page linked above.
- Occupants of buildings on The University of Texas at Austin campus must evacuate buildings when a fire alarm is activated. Alarm activation or announcement requires exiting and assembling outside.
- Familiarize yourself with all exit doors of each classroom and building you may occupy. Remember that the nearest exit door may not be the one you used when entering the building.
- Students requiring assistance in evacuation shall inform their instructor in writing during the first week of class.
- In the event of an evacuation, follow the instruction of faculty or class instructors. Do not re-enter a building unless given instructions by the following: Austin Fire Department, The University of Texas at Austin Police Department, or Fire Prevention Services office.
- For more information, please visit the [Office of Emergency Management](#).

University Resources

For a list of university resources that may be helpful to you as you engage with and navigate your courses and the university, see the [University Resources Students Canvas page](#).