**Lincoln University**

**Department of Visual and Performing Arts / Museum Studies Major**

**Master Syllabus**

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| --- | --- | --- | --- |
| **COURSE TITLE:** | Introduction to the World of Museums | **COURSE NUMBER:** | MSM 101 |
| **CREDIT HOURS**  | 3 | **PREREQUISITE (S):** | None |
| **TERM:** |  | **CO-REQUISITE (S)** |  |
| **COURSE METHOD** | Lecture | **MEETING DAY AND TIME:** |  |
| **INSTRUCTOR:** |  | **CLASSROOM/LAB/STUDIO LOCATION:** |  |
| **OFFICE LOCATION:** |  | **E-MAIL:** |  |
| **OFFICE HOURS:** |  | **PHONE EXTENSION:** |  |

**COURSE DESCRIPTION:** Museums inspire us through telling stories and capturing history. From art museums to zoos, they welcome nearly 1 billion people each year. This class will focus on the past, present, and future of these critical institutions.

Students will learn about museums’ public function and the work that goes on behind the scenes, with an emphasis on African American institutions. Through field trips and engagement with museum staff, readings, and case studies, students will gain an understanding of the diverse work conducted by professionals in this field.

**REQUIRED TEXT:**

Walheimer, Mark, *Museums 101*,

978-1442230187

Rowman & Littlefield Publishers

**REQUIRED MATERIALS:** None

**ASSESSMENT CRITERIA & ALIGNMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| CSLOs | PSLOs | ILOs | Direct and Indirect Assessment Methods |
| CSLO 1 | PSLO\_1 | ILO 1 | Pre and post examination |
| CSLO 2 | PSLO\_2PSLO\_3 | ILO 1ILO 3 | Rubric evaluation of in-class exercises, quizzes, presentations, and writing assignments |
| CSLO 3 | PSLO\_2 |  | Selected questions from Mid-Term and quizzes |

**COURSE STUDENT LEARNING OUTCOMES (CSLO):**

Upon successful completion of this course the student will:

1. Identify, recognize and accurately apply vocabulary inherent in museum studies.
2. Describe, compare and demonstrate knowledge of the various types of American museums and their respective characteristics, including exhibitions, structure, collections, governance and audience.
3. Investigate and compare the structures, roles and responsibilities of professional museum staff and leadership, as they relate to museum operations.

**PROGRAM STUDENT LEARNING OUTCOMES (PSLO):**

PSLO 1: Identify, recognize and accurately recall vocabulary inherent in museum studies.

PSLO 2: Apply and present ideas, in written and oral format, accurately using the vocabulary inherent to museum studies.

PSLO 3: Identify concepts, techniques and skills employed that are integral to effectively running operations within a museum setting.

**INSTITUTIONAL LEARNING OUTCOMES (ILO):**

1. Effective Communication

Effectively and clearly communicate through oral, written and visual means to increase knowledge and understanding or to promote change in a listener, reader or observer respectively

Outcome: Students will effectively communicate in oral, written and visual form.

3. Diversity/Cultural Awareness

Diversity & Cultural awareness represents a set of cognitive, affective and behavioral skills and characteristics that support effective and appropriate interaction in a variety of diverse contexts

Outcome: students will integrate cross-cultural understanding in the disciples and develop an appreciation for music, art and other forms of cultural expression

**CALCULATION OF FINAL GRADES**:

|  |  |
| --- | --- |
|  | % of Grade |
| Quizzes (3) | 30 |
| Midterm exam | 10 |
| Field Trips | 10 |
| Presentations | 20 |
| Final exam/project | 15 |
| Attendance/Participation | 15 |

**GRADING SCALE:**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Grade | A | A- | B+ | B | B- | C+ | C | C- | D+ | D | F |
| GPA Points | 4.0 | 3.7 | 3.3 | 3.0 | 2.7 | 2.3 | 2.0 | 1.7 | 1.3 | 1.0 | 0.0 |
| % | 100-93 | 92.9-90 | 89.9-88 | 87.9-82 | 81.9-80 | 79.9-78 | 77.9-72 | 71.9-70 | 69.9-67 | 66.9-60.1 | 60 and under |

**SCHEDULE OF LEARNING TOPICS COVERED**

|  |
| --- |
| **•ASSIGNMENT SELECTION & SCHEDULE MAY BE SUBJECT TO CHANGE•** |
| **Week 01:** | What Do Museums Do? An Overview and History |
| **Week 02:** | Developing and Managing Museum Collections |
| **Week 03:** | Education, Public Programs, and Audiences |
| **Week 04:** | Field Trip: Focus on CollectionsCollaborations, Partnerships, and Advocacy: The Cultural Ecosystem  |
| **Week 05:** | Designing and Developing Exhibitions |
| **Week 06:** | Access, Inclusion, and Community |
| **Week 07:** | Field Trip: Focus on Audiences and Community |
| **Week 08:** | **MIDTERM** |
| **Week 09:** | Developing Student Projects |
| **Week 10:** | Information Technology in the 21st Century Museum  |
| **Week 11:** | Nonprofit Administration and Museum Operations  |
| **Week 12:** | Accreditation, Ethics, and Cultural Heritage  |
| **Week 13:** | Field Trip: Focus on Museum OperationsPatronage, Philanthropy, Leadership, and Governance |
| **Week 14:** | Student Projects/Presentations |
| **Week 15:** | **FINALS** |

#### **UNIVERSITY ATTENDANCE POLICY:**

Lincoln University uses the class method of teaching, which assumes that each student has something to contribute and something to gain by attending class. It further assumes that there is much more instruction absorbed in the classroom than can be tested on examinations. Therefore, students are expected to attend all regularly scheduled class meetings and should exhibit good faith in this regard.

**STUDENTS WITH DISABILITIES STATEMENT:**

Lincoln University is committed to non-discrimination of students with disabilities and therefore ensures that they have equal access to higher education, programs, activities, and services in order to achieve full participation and integration into the University.  In keeping with the philosophies of the mission and vision of the University, the Office of Student Support Services, through the Services for Students with Disabilities (SSD) Program, provides an array of support services and reasonable accommodations for students with special needs and/or disabilities as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.  The Services for Students with Disabilities Program seeks to promote awareness and a campus environment in which accommodating students with special needs and/or disabilities is natural extension of the University’s goal.

Any student with a documented disability should contact the Office of Student Support Services.

**UNIVERSITY ACADEMIC INTEGRITY STATEMENT:**

Students are responsible for proper conduct and integrity in all of their scholastic work. They must follow a professor's instructions when completing tests, homework, and laboratory reports, and must ask for clarification if the instructions are not clear. In general, students should not give or receive aid when taking exams, or exceed the time limitations specified by the professor. In seeking the truth, in learning to think critically, and in preparing for a life of constructive service, honesty is imperative. Honesty in the classroom and in the preparation of papers is therefore expected of all students. Each student has the responsibility to submit work that is uniquely his or her own. All of this work must be done in accordance with established principles of academic integrity.

**TITLE IX STATEMENT:**

The following person has been designated to handle inquiries regarding the non-discrimination policies: Gerard Garlic, Title IX Coordinator/Director of the Health and Wellness Center, room 126B, Lincoln University, 1570 Baltimore Pike, Lincoln University, PA 19352  (p) 484-746-0000 or Office of Civil Rights, U.S. Department of Education, The Wanamaker Building, 100 Penn Square East, Suite 515, Philadelphia, PA 19107-3323, phone 215-656-8541, fax 215-656-8605, email: ocr.philadelphia@ed.gov

**POLICY ON ELECTRONIC DEVICES IN CLASSROOM:**

Use of wireless devices is not permitted in the classroom. Students must keep such equipment turned off or in a silent mode and put away during class time. If you are expecting an emergency phone call, you must notify your instructor prior to class beginning. Students violating the wireless device policy will be asked to leave the classroom and will be noted as absent for the day.