

MHST 201 L01
INTRODUCTION TO MUSEUM AND HERITAGE STUDIES
FALL 2014
TUESDAY AND THURSDAY 2:00 – 3:15
ST 132

Instructor: Dr. Heather Devine

Office: SS 626

Email: hdevine@ucalgary.ca

Office Hours: Tuesdays and Thursdays 3:30 – 4:30 or by appointment

COURSE DESCRIPTION

This course introduces the field of Museum and Heritage Studies by examining heritage sites, museums, art galleries, zoos, natural parks, and others. Traditional institutions will be examined along with new museum forms, including virtual museums.

COURSE OBJECTIVES

Students will develop a familiarity with the different kinds of sites and facilities that are currently defined as ‘museums’, and develop a knowledge and understanding of the various professional activities that make up the field of Museum and Heritage Studies.

TEXTBOOKS AND ASSIGNED READINGS

Unless otherwise noted, readings will come from *Running a Museum: A Practical Handbook* (Paris: International Council of Museums, 2004). This textbook is available FREE and can be downloaded or read on-line at:

http://icom.museum/uploads/tx_hpointexbdd/practical_handbook.pdf

A printed copy of this text is also available on Reserve at the Taylor Family Digital Library.

ASSIGNMENTS AND EVALUATION

ALL assignments and examinations must be completed and submitted for a student to be given a passing grade in MHST 201.

Mid-Term Examination – October 16, 2014	35%
Exhibition Review – November 20, 2014	35%
Final Examination	30%
	100%

Mid-Term Examination: In Class

The mid-term examination for this class will consist of multiple – choice and short answer questions, and will be completed in our classroom. The test will be based on ALL course content delivered up to and including the Tuesday, October 14 class.

Exhibition Review

Calgary is home to a wide array of historic sites and museums. Students will be required to complete a review of an exhibition at one of the local museums. The instructor will provide additional instructions for the completion of this assignment, on DesireToLearn, before the end of September 2014.

The exhibition review will be due THURSDAY NOVEMBER 20, 2014. Assignments will be docked five percentage points for each day they are late. If a student does not deliver an assignment due to illness or emergency, a doctor's certificate or other documentation is required.

Final Examination

Students are required to write an essay examination, which will consist of an overview and critical analysis of a museum case study. The students will be provided with the case study in advance of the final examination, in order to facilitate student study and preparation.

Registrar-scheduled final examinations for the University of Calgary 2014 Fall Session will be listed in the Examinations Timetable, which will be published approximately one month after the start of the session and will be posted on the Registrar's Office bulletin board, at all faculty and department offices, and on the web.

It is the student's responsibility to keep a copy of each submitted assignment.

Note: The assignment for this course is to be submitted electronically via the MHST 201 course portal on DesireToLearn. Please save your assignment as an UNLOCKED Microsoft Word© document, as I will be

marking your assignments using editing software and then returning the graded assignments to you individually.

If you encounter a problem with submitting an assignment via DesireToLearn, you must submit your assignment electronically via an e-mail attachment to the instructor, at: hdevine@ucalgary.ca, or contact the instructor IN ADVANCE to make alternative arrangements.

SCHEDULE OF LECTURES AND READINGS

Please Note: The course schedule for topics and readings may be subject to change. Students will be notified in a timely manner of any changes to the timetable below.

September 9	Introduction to Class
September 11	History and Philosophy of Museums ICOM, <i>Running a Museum</i> “The Role of Museums and the Professional Code of Ethics”
September 16	Types of Museums
September 18	Types of Museums
September 23	Collections Management ICOM, <i>Running a Museum</i> “Collections Management”
September 25	Collections Management: Inventories and Documentation ICOM, <i>Running a Museum</i> “Inventories and documentation”
September 30	Collections Management: Archival Inventory/Documentation
October 2	Museum Conservation: An Overview ICOM, <i>Running a Museum</i> “Care and Preservation of Collections”
October 7	Museum Conservation, (con’t): Light and Lighting, Humidity and Temperature

October 9	Museum Conservation: Pollutants and Pest Management
October 14	Museum Conservation: Care of Museum Objects, Packing and Transportation of Museum Objects
October 16	MID-TERM EXAM – In-class – 35%
October 21	Display, Exhibits, and Exhibitions ICOM, <i>Running a Museum</i> “Display, Exhibits, and Exhibitions”
October 23	Display, Exhibits, and Exhibitions (con’t)
October 28	Display, Exhibits, and Exhibitions (con’t)
October 30	Exhibition Evaluation
November 4	Public Programming in the Museum ICOM, <i>Running a Museum</i> “Caring for the Visitor”
November 6	Museum Education ICOM, <i>Running a Museum</i> “Museum Education in the Context of Museum Functions”
November 11	READING DAYS and REMEMBRANCE DAY – NO CLASS
November 13	Museum Management: An Overview ICOM, <i>Running a Museum</i> “Museum Management”
November 18	Museum Management (con’t) ICOM, <i>Running a Museum</i> “Managing People”
November 20	Museum Marketing: An Overview ICOM, <i>Running a Museum</i> “Marketing” EXHIBITION REVIEW – DUE NOVEMBER 20, 2014 – 35%

November 25	Museum Marketing (con't)
November 27	Museum Security ICOM, <i>Running a Museum</i> "Museum Security, Including Disaster Preparedness"
December 2	Museums and the Law ICOM, <i>Running a Museum</i> "Illicit Traffic"
December 4	TBA

FINAL EXAMINATION (30%) TO BE SCHEDULED BY THE REGISTRAR

REGISTRAR-SCHEDULED FINAL EXAM

There **will** be a Registrar-Scheduled final exam in this course. This exam will be closed book.

Please note that if your class is held in the evening, the Registrar's Office will make every attempt to schedule the final exam during the evening; however, there is **no** guarantee that the exam will **not** be scheduled during the day.

GRADING SCALE

A+	96 – 100%	C+	65 – 69.99%
A	90 – 95.99%	C	60 – 64.99%
A -	85 – 89.99%	C -	54 – 59.99%
B+	80 – 84.99%	D+	53 – 54.99%
B	75 – 79.99%	D	50 – 52.99%
B -	70 – 74.99%	F	0 – 49.99%

LATE ASSIGNMENTS

Assignments will be docked five percentage points for each day they are late. If a student does not deliver an assignment due to illness or emergency, a doctor's certificate or other documentation is required.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIP). As one consequence, **students should identify themselves on all written work by using their ID number. You will also be required to provide a piece of picture identification in order to pick up an assignment or look at a final exam.**

For more information see also <http://www.ucalgary.ca/secretariat/privacy>.

PLAGIARISM AND ACADEMIC MISCONDUCT

Using any source whatsoever without clearly documenting it is a serious academic offense. Consequences include failure on the assignment, failure in the course and possibly suspension or expulsion from the university.

You must document not only direct quotations but also paraphrases and ideas where they appear in your text. A reference list at the end is insufficient by itself. Readers must be able to tell exactly where your words and ideas end and other people's words and ideas begin. This includes assignments submitted in non-traditional formats such as Web pages or visual media, and material taken from such sources.

Please consult your instructor if you have any questions regarding how to document sources.

For more information on academic misconduct and the consequences thereof, please see the current University of Calgary Calendar online at <http://www.ucalgary.ca/pubs/calendar/current/k.html>.

ACADEMIC ACCOMMODATION POLICY

If you are a student with a disability who may require academic accommodation, it is your responsibility to register with Student Accessibility Services (403-220-8237). You must discuss your needs with your instructor **no later than** fourteen (14) calendar days after the start of the course.

For more information, please see <http://www.ucalgary.ca/access/>.

EMERGENCY EVACUATION AND ASSEMBLY POINTS

Please note the evacuation points for this particular classroom. All classrooms on campus exit to specific places in case of emergency. The emergency assembly points differ depending upon where your classroom is located.

For information on the emergency evacuation procedures and the assembly points see <http://www.ucalgary.ca/emergencyplan/assemblypoints>.

“SAFEWALK” PROGRAM

Campus Security will escort individuals day or night - call 403-220-5333 for assistance. Use any campus phone, emergency phone or the yellow phone located at most parking lot booths.

STUDENT REPRESENTATION

There are four Arts Representatives in the Student’s Union. Their addresses are as follows:

arts1@su.ucalgary.ca

arts2@su.ucalgary.ca

arts3@su.ucalgary.ca

arts4@su.ucalgary.ca

Please contact them if you have any questions related to Student Union matters, events, or concerns. The Student’s Union can be found online at <https://www.su.ucalgary.ca/>.

For your student Ombudsperson, please see contact ombuds@ucalgary.ca or call 403-220-6420.

FACULTY OF ARTS ADVISING AND RESOURCES

- Have a question, but not sure where to start? The Faculty of Arts Program Information Centre (PIC) is your information resource for everything in Arts! Drop in at SS 102, call them at (403) 220-3580 or email them at picarts@ucalgary.ca.
- For program planning and advice, contact the Program Information Centre at (403) 220-3580 or visit them in SS 102.
- For registration (add/drop/swap), paying fees and assistance with your Student Centre, contact Enrolment Services at (403) 210-ROCK [7625] or visit them at the MacKimmie Library Block (MLB 117).