Syllabus

LIS 690 Section 220 - SPECIAL TOPICS IN LIS: Government Information Resources

Semester: Summer 2013

Format: Online via Blackboard

Instructor: Cheryl Knott, PhD

Contact: cakn225@uky.edu
        Student email will be answered within 48 hours.

Office hours: The instructor will be very happy to consult with students via email, chatroom, or phone. Please email me with course questions or concerns or to set up an appointment for a phone call or chatroom meeting.

Technical Requirements for the Course: Please see UK Distance Learning Programs, Technical Requirements and Recommendations.
        To resolve technical complaints or to get help with technical issues, please contact the instructor first, then UK Information Technology Customer Service Center:
        859-218-HELP or http://www.uky.edu/UKIT

Information on Distance Learning Library Services: http://libraries.uky.edu/dlls
        Carla Cantagallo, DL Librarian
        (859) 257-0500, ext. 2171
        Email: dllservice@email.uky.edu
        DL Interlibrary Loan Service: http://libraries.uky.edu/page.php?lweb_id=253

Course Description
The U.S. federal government is one of the largest publishers in the world and this course introduces students to the most useful indexes, search engines, and websites for text, numeric data, and images published by the government. Lectures, discussions, and readings will acquaint students with conceptual and practical knowledge for discovery and evaluation of government information resources. Assignments will give students opportunities to deepen their understanding through search exercises, evaluative reports, and the creation of subject guides.

Course Objectives and Student Learning Outcomes
At the completion of this course, students will be able to
• demonstrate familiarity with Web-based government information resources;
• compare freely available and fee-based services for accessing government information;
• discuss effective strategies for identifying and locating federal government information; and
• describe key government information resources related to at least one subject area.
Required Course Materials
Andrea Sevetson, Cassandra Hartnett and Eric Forte, *Fundamentals of Government Information: Mining, Finding, Evaluating, and Using Government Resources*. Neal-Schuman, 2011. ISBN: 9781555707378. $80. Students sometimes try to avoid purchasing textbooks, but this text is current and informative and will make a useful addition to your own personal library of professional reading and reference material. It will also be necessary for completing the course assignments. Additional required readings and audio and multimedia sources will be available in our online course space.

Assignments and Grading
All students begin the course with 100 points. At the end of the semester, those with 90-100 points will earn a course grade of A; those with 80-89 points will earn a B; and those with 70-79 points a C.

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Points</th>
<th>Due Dates</th>
<th>% of Course Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participation</td>
<td>10</td>
<td></td>
<td>10</td>
</tr>
<tr>
<td>3 Problem Sets</td>
<td>15 each</td>
<td>Jun 24, Jul 8 &amp; 15</td>
<td>45</td>
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<tr>
<td>Essay</td>
<td>20</td>
<td>Jul 22</td>
<td>20</td>
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<tr>
<td>Subject Guide &amp; Report</td>
<td>Guide, 15; report, 10</td>
<td>Aug 1</td>
<td>25</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>100</td>
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</tbody>
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Assignments include: 3 search exercises of 10-15 questions worth 15 points each; an evaluative essay that compares and contrasts specific sources of free and fee-based access to government information worth 20 points (for example, *Congressional Record* as accessed via Pro-Quest Congressional Publications vs. congress.gov); a subject guide to government information resources and a report on your process of identifying and selecting items, 25 points; and participation, 10 points. Participation involves engagement with the course, demonstrated by regularly logging in and by contributing insightful posts to the discussion boards. In discussions, please maintain a civil tone and document any assertions you make. Completed assignments must be submitted to the dropbox in our Blackboard course space by the deadlines shown. Assignments will not be accepted via email. Late assignments will not be accepted, except in documented emergencies. Detailed assignment descriptions will be available in our course space.

Policies

Academic integrity

According to Senate Regulation 6.3.1: “All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about a question of plagiarism involving their work, they are obliged to consult their instructors on the matter before submission.” For specific information regarding the University’s code and regulations on plagiarism and cheating, visit:

http://www.uky.edu/StudentAffairs/Code/
http://www.uky.edu/StudentAffairs/Code/part2.html
**Excused absences**

Summarized from Senate Regulation 5.2.4.2: A student shall not be penalized for an excused absence. The following are defined as excused absences:

- Significant illness of the student or serious illness of a member of the student's household (permanent or campus) or immediate family.
- The death of a member of the student's household (permanent or campus) or immediate family.
- Trips for members of student organizations sponsored by an educational unit, trips for University classes, and trips for participation in intercollegiate athletic events, including club sports registered with the university as well as varsity sports. Prior notification is required.
- Major religious holidays. Prior notification is required.
- Any other circumstances which the Instructor of Record finds reasonable cause for absence.

Students missing any graded work due to an excused absence bear the responsibility of informing the Instructor of Record about their excused absence within one week following the period of the excused absence (except where prior notification is required), and of making up the missed work. The Instructor of Record shall give the student an opportunity to make up the work and/or the exams missed due to an excused absence, and shall do so, if feasible, during the semester in which the absence occurred.

Excused absences’ effect on grading: Summarized from Senate Regulation 5.2.4.2: If attendance is required by the class policies elaborated in the syllabus or serves as a criterion for a grade in a course, and if a student has excused absences in excess of one-fifth of the class contact hours for that course, a student shall have the right to petition for a "W", and the Instructor of Record may require the student to petition for a "W" or take an "I" in the course. If a student has an excused absence on a day when a quiz is given, the instructor may not deny permission for a makeup exam and simply calculate the student's grade on the basis of the remaining requirements.

**Academic accommodations due to disability**

If you have a documented disability that requires academic accommodations, please contact the instructor as soon as possible. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, Alumni Gym, 257-2754, email address jkarnes@email.uky.edu) for coordination of campus disability services available to students with disabilities.

**Incompletes**

Because the instructor is part-time for the summer only, no incompletes can be granted.
Class Schedule

Week 1 – Introduction to U.S. Government Information

Read:
*Fundamentals of Government Information*, Ch. 1, “Introduction: The People’s Information” and Ch. 2, “How to Think Like a Government Documents Librarian”


Explore:

USA.gov

Week 2 – The Legislative Branch and Statutory Law

Read:


Skim:

"How Laws Are Made." (for the young and the young-at-heart) [http://bensguide.gpo.gov/6-8/lawmaking/](http://bensguide.gpo.gov/6-8/lawmaking/)

"How Our Laws Are Made." (for the grown-ups) [http://thomas.loc.gov/home/lawsmade.toc.html](http://thomas.loc.gov/home/lawsmade.toc.html)

Explore:

Congress.gov


Week 3 – The Executive Branch and Administrative Law

Read:
Fundamentals of Government Information, Ch. 4, “Regulations,” Ch. 6, “The President,” and Ch. 7, “The Executive Branch”

Explore:


Week 4 – The Judiciary and Case Law

Read and explore:

U.S. Courts
http://www.uscourts.gov/

Oyez
http://www.oyez.org/


Cornell University Law School, Legal Information Institute, U.S. Supreme Court Decisions http://www.law.cornell.edu/supct/supremes.htm

Week 5 – Statistical Information

Read:

Fundamentals of Government Information, Ch. 10, “Education Information,” Ch. 13, "Business, Economic and Consumer Information," and Ch. 14, "Census"

Explore:

National Center for Education Statistics http://nces.ed.gov/

Census Bureau http://www.census.gov/

FedStats http://www.fedstats.gov/

Week 6 – Health, Science, and Technology Information

Read:
Fundamentals of Government Information, Ch. 9, "Health Information," Ch. 11, "Scientific and Technical Information," and Ch. 12, "Environment and Energy Information"
Explore:

- National Institutes of Health, PubMed Central
  http://www.pubmedcentral.nih.gov/

- National Technical Information Service (NTIS)
  http://www.ntis.gov/

- Department of Energy
  http://www.doe.gov/

- Office of Scientific and Technical Information
  http://www.osti.gov/home/

- science.gov
  http://www.science.gov/

**Week 7 – Historical and Archival Information**

Read:

*Fundamentals of Government Information*, Ch. 15, “Historical and Archival Information”

Explore:

- Library of Congress (American Memory, Prints & Photographs, Sound Recordings and more)
  http://www.loc.gov/index.htm

- National Archives
  http://www.archives.gov/

**Week 8 – Review and Conclusion**