LIS690-220 Special Topics in LIS: Government Information Resources

Summer II, June 9 – August 4, 2016

Instructor:	Cheryl Knott, PhD
Email:	cheryl.knott@uky.edu
Virtual Office hours:	Mondays, 6-7 pm EDT, in Canvas course chatroom
	(none on July 4 or July 18)
	Also by email and by appointment via Skype or phone
	(The instructor's time zone is 3 hours earlier than EDT.)
Preferred method of contact:	email: cheryl.knott@uky.edu
	I usually respond to questions within 24 hours, except Sundays.

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.

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 Materials

Required readings and required video viewings will be provided in the Canvas course site. Highly recommended: *Fundamentals of Government Information: Mining, Finding, Evaluating, and Using Government Resources,* 2nd ed. ALA Neal-Schuman, 2016. ISBN: 978-0-8389-1395-6. http://www.alastore.ala.org/detail.aspx?ID=11547 The American Library Association's editions marketing department says the book will be in stock on July 8. It would be helpful to have it the last couple of weeks of the semester for the final project. If you have an interest in working in an academic or large public library or in an industry where you will be expected to understand how to find legal and regulatory information; population, economic, health, and education statistics; and freely available authoritative information on a wide variety of topics, then you should consider acquiring the book for your own professional reference library.

Course Activities and Assignments

Activities include reading lectures and required articles and book chapters; viewing required videos; undertaking specific explorations and evaluations based on instructor prompts and then posting to discussion boards to share insights and projects; asking questions about the material or other matters relevant to the course; and turning in assignments on time.

Summary Description of Course Assignments

Four different kinds of assignments help students hone a variety of knowledge skills. Participation includes posting insightful observations to the discussion boards. Three exercises help students learn different techniques for finding government information in several formats. The midterm project gives students in-depth experience with a single government website of their choice, while the final project allows them to explore many websites relevant to a topic of their choice. The final reflection asks students to think critically about their project and their learning. Full assignment descriptions are available in the Canvas course space.

Course Grading

Assignment	Points
Participation	20
Exercises 3@15	45
Midterm project	10
Final project & reflection	25

The instructor uses a point system. Each student begins the course with 100 points.
At the end of the semester, the course grade will be based on the points still held:

Points	Letter grade
90-100	A
89-80	B
79-70	C
Below 70	E

Final Exam

There is a final project instead of a final exam in this course.

Submission of Assignments

The exercises, the mid-term project, and the final project must be submitted in our Canvas course space by 11:30 pm EDT on the deadline day. No assignments can be accepted via email. The mid-term project must also be posted to the discussion board for that assignment.

Attendance Policy

This class is an online community whose success depends on everyone's participation, and participation includes posting to the discussions but also reading all the other students' posts for peer learning. Participation also includes logging in to the course space at least every 3 days (except holidays and Sundays) throughout the semester. Unless the student notifies the instructor ahead of time and receives an excused absence, not logging in to the course space for 5 days will be an unexcused absence. After two unexcused absences, the student will be encouraged to withdraw from the course. Additionally, because the course is compressed into the shorter

summer schedule, all assignments must be turned in on time, and late submissions, if accepted under extenuating circumstances, will count against your participation grade. The instructor cannot and will not give incompletes for this summer course.

Academic Integrity
Per University policy, students shall not plagiarize, cheat, or falsify or misuse academic records. Students are expected to adhere to University policy on cheating and plagiarism in all courses. The minimum penalty for a first offense is a zero on the assignment on which the offense occurred. If the offense is considered severe or the student has other academic offenses on their record, more serious penalties, up to suspension from the University may be imposed.

Plagiarism and cheating are serious breaches of academic conduct. Each student is advised to become familiar with the various forms of academic dishonesty as explained in the Code of Student Rights and Responsibilities. Complete information can be found at the following website: http://www.uky.edu/Ombud. A plea of ignorance is not acceptable as a defense against the charge of academic dishonesty. It is important that you review this information as all ideas borrowed from others need to be properly credited.

Senate Rules 6.3.1 (see http://www.uky.edu/Faculty/Senate/ for the current set of *Senate Rules*) states that 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.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording, or content from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism.

Plagiarism includes reproducing someone else's work (including, but not limited to a published article, a book, a website, computer code, or a paper from a friend) without clear attribution. Plagiarism also includes the practice of employing or allowing another person to alter or revise the work, which a student submits as his/her own, whoever that other person may be. Students may discuss assignments among themselves or with an instructor or tutor, but when the actual work is done, it must be done by the student, and the student alone.

When a student's assignment involves research in outside sources or information, the student must carefully acknowledge exactly what, where and how he/she has employed them. If the words of someone else are used, the student must put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content, and phraseology intact is plagiaristic. However, nothing in these Rules shall apply to those ideas, which are so generally and freely circulated as to be a part of the public domain.

Please note: Any assignment you turn in may be submitted to an electronic database to check for plagiarism.

Accommodations due to disability
If you have a documented disability that requires academic accommodations, please see me as soon as possible during scheduled office hours. In order to receive accommodations in this course, you must provide me with a Letter of Accommodation from the Disability Resource Center (DRC). The DRC coordinates campus disability services available to students with disabilities. It is located on the corner of Rose Street and Huguelet Drive in the Multidisciplinary Science Building, Suite 407. You can reach them via phone at (859) 257-2754 and via email at drc@uky.edu. Their web address is
http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/.

Policies concerning academic integrity, excused absences and academic accommodations due to disability are available online at:
https://ci.uky.edu/sis/sites/default/files/policies.pdf

TECHNOLOGY INFORMATION & RESOURCES

Distance Learning Students are expected to have a minimum level of technological acumen and the availability of technological resources. Students must have regular access a computer with a reliable Internet connection and audio capabilities. Internet Explorer 7 (IE) or Firefox 2.x are the recommended browsers for those using a Windows-based PC. Those using Firefox 3.x may encounter problems with assignment uploads. Those using an Apple computer with MAC OS X (10.5.x) may use Firefox 3.x or Safari 3.x.
Please be certain that your computer and/or browser allow you to view Adobe Reader documents (.pdf). Microsoft Office and other software products are free for students:
http://download.uky.edu/.

As your instructor, I am your first go-to person for technology problems. If you need more immediate assistance, please contact UKIT.

Information Technology Customer Service Center (UKIT)
http://www.uky.edu/UKIT/; 859-218-4357

Library Services & Distance Learning Services
http://www.uky.edu/Libraries/DLLS
- Carla Cantagallo, DL Librarian
- Local phone number: (859) 257-0500, ext. 2171; long-distance phone #: (800) 828-0439 (option #6)
- Email: dllservice@email.uky.edu
- DL Interlibrary Loan Service:
  http://www.uky.edu/Libraries/libpage.php?lweb_id=253&llib_id=16

For more resources about online classes and student resources, visit
http://www.uky.edu/ukonline/

The School of Information Science has a page with a comprehensive list of technology resources here: http://ci.uky.edu/sis/students/techtips

Netiquette
See the Center for Online Education's "Using Online Course Etiquette to Succeed in Online Classes," http://www.onlinecolleges.net/using-online-course-etiquette-to-succeed-in-online-classes/.

Military Members and Veterans
We recognize the complexities of being a member of the military community and also a student. If you are a member of the military or a military veteran or dependent, please inform your instructor if you are in need of special accommodations. Drill schedules, calls to active duty, mandatory training exercises, complications with GI Bill disbursement, and other unforeseen military and veteran related developments can complicate your academic life. If you are aware of a complication, we will work with you and put you in contact with university staff members who are trained to assist you. Please contact the Coordinator of the University of Kentucky Veterans Resource Center at (859) 257-1148 for additional assistance. Visit http://www.uky.edu/veteransfor more available resources.

Tentative Course Schedule

Week 1, beginning June 9: Introduction to government information
        Discussion post in response to instructor's prompt due by June 15
Week 2, beginning June 16: Government information organization and access
        Discussion post in response to instructor's prompt due by June 22
Week 3, beginning June 23: Congress and statutory law
        Exercise 1 due June 29
Week 4, beginning June 30: President, executive agencies, and regulations
        Exercise 2 due July 6
Week 5, beginning July 7: Judiciary and case law
        Mid-term project due July 13
Week 6, beginning July 14: Statistical information
        Discussion post in response to instructor's prompt
Week 7, beginning July 21: Science, technology, and health
        Exercise 3 due July 27
Week 8, beginning July 28: State, local, tribal, and international information resources
        Final project due Aug. 4