

Washburn University Interdisciplinary Studies Review Form

	Chair/Direct Report Signature	Recommendation	Review Date
Department/Area	<u><i>Sean G. B.</i></u>	<u><i>Approve</i></u>	<u><i>2-13-2015</i></u>
Dean/Direct Report	<u><i>AK</i></u>	<u><i>APPROVE</i></u>	_____
Interdisciplinary Committee	<u><i>Nancy A Tate</i></u>	<u><i>Approved</i></u>	<u><i>3/6/15</i></u>

Part I General Information

1. Exact proposed catalog:
 - a. Course Number: IL398
 - b. Course Title: Information Literacy Readings
 - c. Number of Credits: 3
 - d. Prerequisites: (IL 170, IL 171, and IL 172 or consent)
 - e. Schedule Type (e.g., Lecture, Lecture/Lab, Online, Seminar, etc.): Online
 - f. Grade Mode (Standard Grade or Credit/No Credit): Standard Grade
 - g. Course Description:

IL398 is the 3-credit forum course for Information Literacy Minors to provide students guidance and training in the skills and processes necessary for the practice of Information. The course draws upon research methods and critical analysis culminating with an annotated bibliography. Also, students will be introduced to opportunities in the Information Literacy field and the ethics of information literate citizens in the knowledge society. The course will be delivered online via Desire2Learn.

2. Rationale for offering this course: To prepare students for the Information Literacy capstone, as well as meeting the Information Literacy and Technology Student Learning Outcome and the Communication Student Learning Outcome.

3. Does this represent an added course to your curriculum?
 - a. No Which course(s) is it replacing?
 - b. Yes How is the cost to be underwritten? Cost absorbed by existing library budget.

4. What will be the extent and nature of the reading required for this course? Students will have weekly reading assignments from a text and online articles.

5. Can this course be repeated for additional credit? If so, how many times or how many hours? No

Part II Content Considerations

6. Will this course be proposed as a General Education course?
Yes No

If yes, please indicate the General Education goals to be served by this course.
This course serves as an opportunity for students to meet the Information Literacy and Technology Student Learning Outcome. Additionally, students will have the opportunity to work on meeting the Communication Student Learning outcome, using written proposals and presentations. Should students choose to present at a conference following this course, they will also demonstrate oral communication skills.

NOTE: The deadline for submission to the General Education Committee approval is October for existing courses and February for newly approved courses

7. How will student performance be assessed?
Students will participate in discussion boards, take quizzes, complete writing assignments, participate in required meetings with the librarian, and complete a final project.

8. Does the department/area consider the proposed course will primarily attract:
 Department majors Non-majors Department majors and majors from specific other departments; Which departments? All departments

Part III Financial/Resource Considerations

9. Has the department/area proposing the course addition reviewed the University Catalog and determined that the proposed course does not duplicate in title or content existing courses?
Yes No

10. How often does the department/area anticipate the proposed course will be offered?
 Every Semester Every other semester Every three semesters Irregularly

11. Has the proposed course been offered as a special topic?
 Yes No
If yes, when was it offered? _____ Enrollment

12. Are current library holdings adequate? Yes No If the answer is "no," what would be necessary to bring the collection to an acceptable standard for this course offering?



Signature of Librarian

13. Do you currently have the equipment and facilities (including sufficient WWW access, computer software, hardware) to teach this class? Yes. The course will be offered in D2L using articles from the library's databases as well as various websites.

14. If the answer to #12 is "no," what additional equipment and/or facilities will be needed? (Be specific as regards any technology needs in the way of WWW access, and computer software or hardware.)

15. What status will the proposed course have within the department's/area's overall curriculum?
 Elective Required

16. Financial Impact:

a. Who will teach this course: current or new faculty, full, part-time, or adjunct? Current full-time library faculty

b. If current faculty, how will their other assigned course load be taught? N/A

c. What is the expected cost? N/A

d. Please provide an explanation of any other expenses incurred with this proposed course. N/A

IL398: Information Literacy Readings

Fall 2015

Instructor:
Office:
Meeting Time:
Telephone:
E-mail:
Office Hours:

COURSE DESCRIPTION

IL398 is the 3-credit forum course for Information Literacy Minors to provide students guidance and training in the skills and processes necessary for the practice of Information. The course draws upon research methods and critical analysis culminating with an annotated bibliography. Also, students will be introduced to opportunities in the Information Literacy field and the ethics of information literate citizens in the knowledge society.

LEARNING OUTCOMES

1. Develop Information Literacy and Technology skills.
2. Develop effective strategies in locating, evaluating, synthesizing, using, creating and communicating primary and secondary sources of information.
3. Select and evaluate scholarly sources.
4. Create an annotated bibliography consistent with conventions of discipline.

COURSE MATERIALS

Bobish, Greg, and Trudi Jacobson, eds. *The Information Literacy User's Guide: An Open, Online Textbook*. Geneseo: Open SUNY Text, 2011. *The Information Literacy User's Guide*. State University of New York Geneseo. Web. 14 Feb. 2015.

COURSE REQUIREMENTS

- a. Proposal – 150 points
- b. Information Literacy Field Essay – 200 points
- c. Annotated Bibliography – 650 points

Total = 1000 points

GRADING SCALE

A = 900 – 1000

B = 800 – 899

C = 700 – 799

D = 600 – 699

F = 599 or below

UNIVERSITY ADDITIONS

Mission of the University:

Washburn University enriches the lives of students by providing opportunities for them to develop and to realize their intellectual, academic, and professional potential, leading to becoming productive and responsible citizens. We are committed to excellence in teaching, scholarly work, quality academic and professional programs, and high levels of faculty-student interaction. We develop and engage in relationships to enhance educational experiences and our community. *Washburn University Board of Regents, 2010*

Definition of a Credit Hour:

For every credit hour awarded for a course, the student is typically expected to complete approximately one hour of classroom instruction, online interaction with course material, or direct faculty instruction and a minimum of two additional hours of student work each week for approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time.

Academic Misconduct Policy:

All students are expected to conduct themselves appropriately and ethically in their academic work. Inappropriate and unethical behavior includes (but is not limited to) giving or receiving unauthorized aid on examinations or in the preparation of papers or other assignments, or knowingly misrepresenting the source of academic work. Washburn University's Academic Impropriety Policy describes academically unethical behavior in greater detail and explains the actions that may be taken when such behavior occurs. For guidelines regarding protection of copyright, consult <http://www.washburn.edu/statements-disclosures/copyright/index.html>. For a complete copy of the Academic Impropriety Policy, contact the office of the Vice President for Academic Affairs, Bradbury Thompson Alumni Center Suite 200, or go on-line to: <http://www.washburn.edu/faculty-staff/faculty-resources/faculty-handbook/faculty-handbook-section-7.html>.

Student Health Services/WU Counseling Services:

Student Health Services (SHS) works closely with WU Counseling Services to provide support for students experiencing challenges with learning and adapting to university life. SHS also offers urgent care for illness and injury, sports, school, and travel abroad physicals, well woman exams, immunizations/vaccinations and care of chronic illness such as diabetes and high blood pressure. More information can be found at <http://washburn.edu/current-students/services/health-services/index.html> and <http://washburn.edu/current-students/services/counseling/index.html>

Disability Services:

The Student Services Office is responsible for assisting in arranging accommodations and for identifying resources on campus for persons with disabilities. Qualified students with disabilities

must register with the office to be eligible for services. The office MUST have appropriate documentation on file in order to provide services. Accommodations may include in-class note takers, test readers and/or scribes, adaptive computer technology, brailled materials. Requests for accommodations should be submitted at least two months before services should begin; however, if you need an accommodation this semester, please contact the Student Services Office immediately.

Location: Student Services, Morgan Hall Room 135 (new location)
Phone: 785-670-1629 or TDD 785-670-1025
E-Mail: student-services@washburn.edu

Students may voluntarily identify themselves to the instructor for a referral to the Student Services Office.

Office of Academic Advising:

As a Washburn student, you may experience difficulty with issues such as studying, personal problems, time management, or choice of major, classes, or employment. The Office of Academic Advising is available to help students either directly through academic advising, mentoring, testing and developing learning strategies or by identifying the appropriate University resource. If you feel you need someone with whom to discuss an issue confidentially and free of charge, contact Academic Advising in Morgan 122, 785-670-1942, advising@washburn.edu.

Withdrawal Policy:

During fall and spring semesters, students may go online and withdraw from full semester courses through the second week of class with no recorded grade. From the third through the eleventh week a "W" is recorded for any dropped course. After the eleventh week, there are NO withdrawals, and a grade will be assigned for the course. These deadlines will be different for short-term, out-of-sequence, or summer courses. To view the deadline dates for your courses visit the "Last Day" Deadlines web page at:

<https://www2-prod.washburn.edu/self-service/coursedates.php>

Attendance/Administrative Withdrawal:

Although it is the student's responsibility to initiate course withdrawals, an instructor, after due notice to the student, may request withdrawal of the student from a course because of nonattendance through the same date as the last day a student may withdraw from a course. This would NOT absolve the student of financial responsibility for tuition/fees for the course in question. The inclusion of this information in the course syllabus is considered due notice.

Official E-Mail Address:

Your Washburn University e-mail address will be the official address used by the University for relaying important messages regarding academic and financial information and the University

will consider this your official notification for important information. It may also be used by your instructors to provide specific course information. If you prefer to use an alternate e-mail address to receive official University notices, you can access your MyWashburn e-mail account, choose the "Options" tab, and select "Settings", scroll to the bottom of the screen, click enable forwarding and enter the e-mail address you would like your Washburn emails forwarded to in the "mail forwarding" area. Click add and then click on save changes. This will complete the process of forwarding your Washburn e-mail. It is your responsibility to ensure that your official e-mail box does not exceed your message quota resulting in the inability of e-mail messages to be accepted into your mailbox.

Success Week:

Success Week for undergraduate students is designated as the five week days preceding the first day of scheduled final examinations each Fall and Spring semester. Success Week is intended to provide students ample opportunity to prepare for final examinations. For academic programs, the following guidelines apply:

A. Faculty are encouraged to utilize Success Week as a time for review of course material in preparation for the final examination. If an examination is to be given during Success Week, it must not be given in the last three days of Success Week unless approved by the Dean or Department Chair. Assignments worth no more than 10% of the final grade and covering no more than one-fourth of assigned reading material in the course may be given.

B. Major course assignments (extensive research papers, projects, etc.) should be due on or before the Friday prior to Success Week and should be assigned early in the semester. Any modifications to assignments should be made in a timely fashion to give students adequate time to complete the assignments.

C. If major course assignments must be given during Success Week, they should be due in the first three days of Success Week. Exceptions include class presentations by students and semester-long projects such as a project assignment in lieu of a final. Participation and attendance grades are acceptable. The Success Week policy excludes make-up assignments, make-up tests, take-home final exams, and laboratory examinations. It also does not apply to classes meeting one day a week for more than one hour. All University laboratory classes are exempt from this policy.

**Washburn University
Interdisciplinary Studies
Review Form**

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Department/Area	<u></u>	<u>Approve</u>	<u>2-13-2015</u>
Dean/Direct Report	<u></u>	<u>APPROVE</u>	<u> </u>
Interdisciplinary Committee	<u>Nancy A Tate</u>	<u>Approved</u>	<u>3/6/15</u>

Part I General Information

1. Exact proposed catalog:
 - a. Course Number: IL399
 - b. Course Title: Information Literacy Research
 - c. Number of Credits: 3
 - d. Prerequisites: (IL 170, IL 171, and IL 172 or consent)
 - e. Schedule Type (e.g., Lecture, Lecture/Lab, Online, Seminar, etc.): Online
 - f. Grade Mode (Standard Grade or Credit/No Credit): Standard Grade
 - g. Course Description:

IL399 is the capstone course for Information Literacy Minors devoted to guided and independent research, developing bibliographic techniques in the creation of a written artifact and culminating in a presentation to the class. The course will be delivered online via Desire2Learn.

2. Rationale for offering this course: Information Literacy Minor capstone course, as well as meeting the Information Literacy and Technology Student Learning Outcome and the Communication Student Learning Outcome.

3. Does this represent an added course to your curriculum?
 - a. No Which course(s) is it replacing?
 - b. Yes How is the cost to be underwritten? Cost absorbed by existing library budget.

4. What will be the extent and nature of the reading required for this course? Students will have weekly reading assignments from a text and online articles.

5. Can this course be repeated for additional credit? If so, how many times or how many hours? No

Part II Content Considerations

6. Will this course be proposed as a General Education course?

Yes No

If yes, please indicate the General Education goals to be served by this course.

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9. Has the department/area proposing the course addition reviewed the University Catalog and determined that the proposed course does not duplicate in title or content existing courses?

Yes No

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Yes No

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Sean CB

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IL399: Information Literacy Research
Fall 2015

Instructor:
Office:
Meeting Time:
Telephone:
E-mail:
Office Hours:

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COURSE MATERIALS

Gibaldi, Joseph. *MLA Handbook for Writers of Research Papers*. New York: Modern Language Association of America, 2009. Print.

APA Manual (Publication Manual of the American Psychological Association). Washington, DC: American Psychological Association, 2010. Print.

COURSE REQUIREMENTS

- a. Précis – 150 points
- b. Final Project – 650 points
- c. Capstone Presentation – 200 points

Total = 1000 points

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