INSC 532 Syllabus

COURSE INFORMATION

INSC 532, Sources & Services for Science & Engineering, Spring 2021
University of Tennessee, Knoxville
Class Meetings: Thursdays, 6:30-7:45 pm ET on ZOOM;
ZOOM Course ID/Link:

Faculty Contact Information

Teresa Berry, Associate Professor, UT Libraries
Email: tberry0@utk.edu
Office Hours: By appointment through Zoom

SIS Office Information
450 Communications Bldg.
1345 Circle Park Drive
Knoxville, TN 37996-0341
SIS Office: 865.974.2148
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COURSE INFORMATION

Catalog Description
Information sources in engineering, physical and life sciences.

Student Learning Outcomes
By the end of this course, you will be able to
- Connect how the creation, organization, and communication of scientific information affects science librarianship and users.
- Apply your knowledge of the content and structure of key science and engineering information sources to develop effective search strategies.

- Analyze and evaluate emerging trends and issues in science librarianship.

Course Design
We will meet synchronously once a week via Zoom with an additional asynchronous component to complete on your own before the next class meeting. Course content will incorporate lecture, activities, and discussion.

Required Textbook
No textbook is required. Readings will be available through UTK Libraries' online collections, openly available on the web, or in Canvas.

COMMUNICATION

Email
I am required to communicate with you through your UTK email address. If you prefer to use another address, consult the OIT Helpdesk to obtain directions for forwarding your UTK mail to your preferred address if you don't wish to check both accounts.

Please don't hesitate to email me with questions or concerns. Please include INSC 532 in the subject line to catch my attention.

COMPUTING REQUIREMENTS AND RESOURCES

Requirements
You must have adequate computing skills, including but not limited to

- Creating documents and presentations
- Using web browsers, e-mail, listservs
- Navigating and submitting assignments to Canvas, and
- Using Zoom software.

The Office of Information Technology (OIT) provides training classes in using varied technologies for students at no charge (advance registration is required). You must set up a UT email account and subscribe to the SIS student listserv to insure you're made aware of any information that may affect the course.

Technical Support
Please review the SIS Technology Introduction website for help getting started with the tools you'll need in the program.

For assistance with technical and computing issues, contact the OIT HelpDesk by phone at 865-974-9900 or through chat and email by visiting the [OIT website](#).

Library Resources
Due to COVID-19, UTK Libraries is offering [distance education services](#) to any enrolled student living off-campus.

COURSE ATTENDANCE AND PARTICIPATION POLICIES

Learner Expectations
- Be prepared for all classes by completing asynchronous learning activities.
- Actively participate in class.
- Understand expectations and policies provided in this syllabus.
- Be respectful of others.
- Abide by the UT Honor Code

Instructor Expectations
- Be prepared for all classes by creating meaningful learning activities.
- Evaluate all students fairly and equitably.
- Be respectful of all students, and abide by the University's codes of conduct.
- Be flexible and understanding.

Attendance and Participation
Regular attendance plays a necessary part in active participation. Contact me as soon as possible if you cannot attend a class meeting. **If you miss a class meeting**, you can make up the session by listening to the class recording, submitting a written summary of the recording with commentary as if you were present in class, and completing as many of the class activities as possible. Unexplained absences or failing to submit the written summary will negatively impact your participation grade.

Inclement Weather
The chancellor (or appointed representative) may officially close or suspend selected activities of the university because of extreme weather conditions. When a decision to close is made, information is distributed to the campus community, shared with local media, and posted on [front page of the campus website](#).

SIS will cancel classes when UT is closed. Please check the [SIS student listserv](#) for messages about closing.

ADDITIONAL POLICIES AND POINTS OF INFORMATION

Disabilities That May Impede Learning

Any student who feels they may need an accommodation based on the impact of a disability should contact [Student Disability Services](#) in Dunford Hall at 865-974-6087, or by video relay at 865-622-6566, to coordinate reasonable academic accommodations.

Civility

Civility is genuine respect and regard for others: politeness, consideration, tact, good manners, graciousness, cordiality, affability, amiability and courteousness. Civility enhances academic freedom and integrity, and is a prerequisite to the free exchange of ideas and knowledge in the learning community. Our community consists of students, faculty, staff, alumni, and campus visitors. Community members affect each other's well-being and have a shared interest in creating and sustaining an environment where all community members and their points of view are valued and respected. Affirming the value of each member of the university community, the campus asks that all its members adhere to the [principles of civility and community](#) adopted by the campus.

CCI Diversity Statement

The College of Communication and Information recognizes that a college diverse in its people, curricula, scholarship, research, and creative activities expands opportunities for intellectual inquiry and engagement, helps students develop critical thinking skills, and prepares students for social and civic responsibilities. All members of the College benefit from diversity and the quality of learning, research, scholarship and creative activities is enhanced by a climate of inclusion, understanding and appreciation of differences and the full range of human experience. As a result, the College is committed to diversity and equal opportunity and it recognizes that it must represent the diversity inherent in American society. The College is acutely aware that diversity and fairness are foundations that unite the College's faculty, staff, students, and the larger communication and information community.

Instructor Status as a Title IX Mandatory Reporter

University of Tennessee faculty are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Please be aware that if you choose to confide in a faculty member regarding an issue of sexual misconduct, dating violence, or stalking, we are obligated to inform the

University's Title IX Coordinator, who can assist you in connecting with all possible resources both on- and off-campus. If you would like to speak with someone confidentially, the Student Counseling Center (865-974-2196) and the Student Health Center (865-974-3135) are both confidential resources. For additional resources and information, visit titleix.utk.edu.

ASSIGNMENTS, ASSESSMENTS, AND EVALUATIONS

Academic Integrity

Each student is responsible for their own personal integrity in academic life and for adhering to terms and conditions of UT's Honor Statement (Student Code of Conduct, Section 11.1, p. 26):

> *As a student of the University, I pledge that I will neither knowingly give nor receive any inappropriate assistance in academic work, thus affirming my own personal commitment to honor and integrity.*

Plagiarism

Plagiarism in any of its several forms is intolerable, and attention to matters of documentation in **all** written work is expected and required. Inadvertence, alleged lack of understanding, or avowed ignorance of the various types of plagiarism are not acceptable excuses.

Specific examples of plagiarism are:
1. Copying without proper documentation (quotation marks and a citation) written or spoken words, phrases, or sentences from any source;
2. Summarizing without proper documentation (usually a citation) ideas from another source (unless such information is recognized as common knowledge);
3. Borrowing facts, statistics, graphs, pictorial representations, or phrases without acknowledging the source (unless such information is recognized as common knowledge);
4. Collaborating on a graded assignment without the instructor's approval;
5. Submitting work, either in whole or in part, created by a professional service and used without attribution (e.g., paper, speech, bibliography, or photograph).

Students who may be unsure of the nature of plagiarism should consult me, view UT Libraries' plagiarism tutorial, or consult other research guides on scholarly writing and plagiarism.

Infractions of academic integrity are penalized according to the severity of the infraction but may include a course grade of "F."

Assignments and Grading

I recognize that you may be facing additional challenges during the pandemic that may affect your work. While you should strive for professionalism, I am more interested in the content. Please let me know if you have concerns about an assignment or any other aspect of the class.

Preparation of Work

I do not require a certain formatting or citation style for your written work. I do expect a well-written, well-organized document with complete citations. Lack of clarity, cohesion, and details that affect a reader's comprehension will impact your grade.

Due Dates and Late Assignments

Graded assignments are officially due at 11:59 p.m. Eastern Time on a Friday; however, I will accept them until 9 a.m. Eastern Time the following Saturday. Let me know if your assignment will not be submitted by then. Not doing so may result in a one-point deduction for each day I don't hear from you.

Incompletes

Based on adopted University of Tennessee-Knoxville and SIS policy, a grade of I (Incomplete) is reserved for emergencies that prevent the student from completing the course on time. Incompletes are granted only under "the most unusual of circumstances" and solely at the discretion of the instructor. Plan your semester's course of study carefully to insure sufficient time to complete the required work.
For students who simply "disappear" without contacting the instructor and without completing the required form, an "F" is submitted.

Evaluation

Semester grades will be assigned according to the following scale:

A	93≤	(4 quality points per semester hour) superior performance.
A-	90-92.99	(3.7 quality points per semester credit hour) intermediate grade performance.
B+	88-89.99	(3.5 quality points per semester hour) better than satisfactory performance.
B	83-87.99	(3 quality points per semester hour) satisfactory performance.
B-	80-82.99	(2.7 quality points per semester credit hour) intermediate grade performance.
C+	78-79.99	(2.5 quality points per semester hour) less than satisfactory performance.
C	70-77.99	(2 quality points per semester hour) performance well below the standard expected of graduate students.

D	60-69.99	(1 quality point per semester hour) clearly unsatisfactory performance and cannot be used to satisfy degree requirements.
F	59.99≥	(no quality points) extremely unsatisfactory performance and cannot be used to satisfy degree requirements.
I		(no quality points) a temporary grade indicating that the student has performed satisfactorily in the course but, due to unforeseen circumstances, has been unable to finish all requirements. An I is not given to enable a student to do additional work to raise a deficient grade. The instructor, in consultation with the student, decides the terms for the removal of the I, including the time limit for removal. If the I is not removed within one calendar year, the grade will be changed to an F. The course will not be counted in the cumulative grade point average until a final grade is assigned. No student may graduate with an I on the record.
S/NC		(carries credit hours, but no quality points) S is equivalent to a grade of B or better, and NC means no credit earned. A grade of Satisfactory/No Credit is allowed only where indicated in the course description in the *Graduate Catalog*. The number of Satisfactory/No Credit courses in a student's program is limited to one-fourth of the total credit hours required.
P/NP		(carries credit hours, but no quality points) P indicates progress toward completion of a thesis or dissertation. NP indicates no progress or inadequate progress.
W		(carries no credit hours or quality points) indicates that the student officially withdrew from the course.

Course Evaluation

You will be invited to evaluate the course at the end of the term. Please participate in this valuable process. I also invite your comments throughout the course and read all comments, suggestions, and recommendations.

MSIS Program Outcomes

It is our vision to provide a quality educational program, and for students to have the very best educational experience possible. By the end of their time in the MSIS program, each student should be able to:

1. Describe and discuss the processes of creation, organization, distribution, storage, access, retrieval, management, use, and preservation of information.
2. Describe and discuss the nature of leadership and management in the information professions and the importance of participation in the global information society.
3. Apply the general principles, values, and ethical standards of providing information services in a variety of settings and for diverse populations.
4. Comply with the changing responsibilities of the information professional in a culturally diverse and networked global society.
5. Identify critical professional issues in a variety of organizational, cultural, societal, disciplinary, transdisciplinary, and historical contexts.
6. Analyze and apply standards or policies related to the processes of creation, organization, distribution, storage, access, retrieval, management, use or preservation of information.

7. Explain the changing nature of information, information needs, and information behavior.
8. Assess and implement information technologies, systems, sources, and services that serve users effectively and efficiently.
9. Analyze research and apply it to information practice.

Assignments: Descriptions, Due Dates, and Program Outcomes for SLC

The following table lists the graded assignments, grade distribution, due dates, and the MSIS Program Outcomes being addressed.

Assignment	Component	Value	Due Date	Outcomes
Question Set 1		25%	March 5	1, 8
Question Set 2		25%	April 16	1, 8
Trends/Issues Presentation	Presentation	25%	March 26	5
	Feedback/Questions	15%	April 9	5, 7
Participation		10%	Weekly	
TOTAL		**100%**		

Assignment Descriptions
Assignment details and rubrics are available in Canvas.

Question Sets

The purpose of these two question sets is to demonstrate your knowledge of the content and structure of important STEM sources and to hone your skills in developing effective search strategies. You will be expected to explain your process in a reflective essay.

Trends & Issues Presentation

For this assignment, you will pose as a finalist for a job posting of your choice and record a 15-minute video presentation on a timely topic as part of the interview process. You will also provide feedback on two of your peers' presentations, ask questions about their topic, and, in turn, answer any questions that are asked about your presentation.

Participation

Active participation is an important component of this course and is part of your grade. Examples of active participation are
- Participating every week in class activities and discussions by using interactive tools within Zoom and/or Canvas.
- Completing tasks assigned for the asynchronous portion of the course.
- Contributing thoughtful comments that stimulate conversations or make connections to the professional literature, prior experience, or other coursework.
- Asking questions that clarify understanding or challenge ideas.

DISCLAIMER

This syllabus may be revised over the course of the semester, and the content is subject to change.