SECTION A - Course Information

1. Course ID: LIBR 1
2. Course Title: Information Resources and Research Methods
3. Division: Library and Learning Resources Division
4. Department: Library Department
5. Subject: Library and Instructional Media
6. Short Course Title: Research Methods
7. Effective Term: Summer 2012

SECTION B - Official Course Information

1. Recommended Class Size: 30
   a. Maximum Class Size: 30
   b. Class Size Approval Date:
2. Method of Instruction:
   - Lecture
   - Laboratory
   - Lecture and Laboratory
   - Independent Studies
   - Distance Learning (Distance Education Delayed) for online courses.
   - Work Experience, Occupational
   - Work Experience, General
   - Open Entry/Exit
   - Distance (Hybrid Online) for online supported courses

3. Contact Hours for a Term:
   Note: If not a variable unit/hour course, enter the hours in the "Low" column only. Leave the hours in the "High" column blank.
   Low | High
   --- | ---
   Lecture: 54.00 | To
   Lab: To | Lab/Lecture Parity? Yes No
   Activity: To
   Clinical: To
   Total Hours 54 | To

4. Credit Units: 3.00 | To
   1 Unit of credit per eighteen (18) hours of lecture contact hours for a term
   1 Unit of credit per fifty-four (54) hours of lab, activity or clinical contact hours for a term

5. Taxonomy of Programs (TOPS) Information:
   a. TOPS Code and Course Program Title:
160100 - Library Science, General

b. Course Control Number:

(To be entered by the Instruction Office Only.)

6. SAM Priority Code:(Select One)

☐ Apprenticeship

Courses offered to apprentices only.

☐ Advanced Occupational

Courses taken in the advanced stages of an occupational program. Each “B” level course must have a “C” level prerequisite in the same program area.

☐ Clearly Occupational

Courses taken in the middle stages of an occupational program. Should provide the student with entry-level job skills.

☐ Possibly Occupational

Courses taken in the beginning stages of an occupational program.

☐ Non-Occupational

7. Please place this course into the appropriate discipline by selecting from the drop down list. The discipline placement indicates what preparation is needed to teach the course. Discipline faculty may place their courses into more than one discipline as appropriate:

8. General Course Information

a. Course Credit Status: D Credit – Degree Applicable

b. State Transfer Code: A Transferable, UC/CSU/Private

c. State Classification Code: A Liberal Arts/Sciences Degrees

d. Basic Skills Status/Level: N Not a Basic Skills Course

e. Sports/Physical Education Course: ☐ Yes

(Only check here if the course is a physical education course.)

f. Grading Method: Letter Grade Only

g. Number of repeats allowed: Non-repeatable Credit (equates to 0 repeats)

h. Overlap/Duplicate Course:

9. Course Preparation:

Note: If this course has a new requisite, a content review supplemental form must be completed.

☐ Prerequisite
Corequisite

☐ Advisory

Eligibility for ENGL 68

☐ None

10. Course Special Designators

11. Course Program Status

☐ Program Applicable

☐ Stand-alone

12. Funding Agency Category:

☐ Not Applicable

☐ Primarily developed using economic development funds

☐ Partially developed using economic development funds

SECTION C - Transfer Status

Baccalaureate Status is granted by the Educational Design General Education and Baccalaureate Level Subcommittee.

☐ CSU Transferable

Approval Date:

☐ UC Transferable

SECTION D - General Education Request

Mt. San Antonio College and CSU General Education course approval are submitted to the Educational Design GE and BL Subcommittee for approval.

1. The Articulation Officer submits the course directly to the CSU Chancellor for approval.

2. Upon receiving approval, the course is approved for the Mt. SAC Associate Degree GE and placed in the area(s) CSU approval indicate(s).

☐ Yes

☐ No

Approved for inclusion on Mt. SAC and CSU General Education List?

1. Mt SAC General Education Applicability:

2. CSU General Education Applicability (Requires CSU approval):

3. IGETC Applicability (Requires CSU/UC approval):
SECTION E - Course Content

1. Course Descriptions

   a. Catalog Description

   Research methods for academic research and critical thinking that support information competency. Includes finding, evaluating, and documenting information using traditional and electronic resources.

   b. Class Schedule Description:

   ☑ Yes □ No Is a course description to be printed in the Class Schedule?

   Research methods for academic research and critical thinking that support information competency.

2. Course Outline Information

   a. Lecture Topical Outline:

   - Information needs
   - Research skills
   - Research process
   - Topic selection
   - Research resources
   - Plagiarism
   - Citation and annotation
   - Research question development
   - Dewey Decimal and Library of Congress classification systems
   - Library catalogs
   - Keywords and subject headings
   - Reference sources
   - Reference and book citations
   - Types of databases
   - Search strategies that narrow and refine search results
   - Search strategies that broaden search results
   - Research question modification
   - Subject-specific databases
   - Database citations
   - Internet and research
   - Internet searches
   - Internet citations
   - Information evaluation
   - Final examination

   b. Lab Topical Outline:

3. Course Measurable Objectives:
1. State information needs.
2. Develop research questions to fulfill information needs.
3. Identify information resources appropriate to research questions.
4. Use an array of information resources.
5. Formulate successful search strategies.
7. Evaluate information credibility.
8. Prepare appropriate citations for various information resources.

4. Course Methods of Evaluation:

Category 1. Substantial written assignments for this course include:

- Analysis of at least ten sources
- One paragraph evaluations of sources
- Citations for at least ten items

If the course is degree applicable, substantial written assignments in this course are inappropriate because:

Category 2. Computational or non-computational problem solving demonstrations:

- Selection of resources as it relates to the topic and research question

Category 3. Skills Demonstrations:

- NA

Category 4. Objective Examinations:

- Multiple choice, completion, matching, short answer, and true/false evaluating terminology, types of databases, search techniques, research strategies, citation, and plagiarism.

5. Sample Assignments:

1. Use the Mt. SAC library catalog to select a book on your research topic and prepare a properly formatted MLA style citation for the book.
2. Write a minimum of one paragraph for each of the following questions: What search strategies have you employed during your research? Which type of search has been more successful, keyword or subject searching? Why? What are the differences in searching in a library catalog and in a periodical database?
3. Summarize the steps involved in doing research. Give examples to illustrate each step and include all of the different types of resources that should be part of the research process.
4. Prepare an annotated bibliography of at least ten items on your research topic.

6. Representative Text:

Book 1:

- Author: Quaratiello, Arlene
- Title: The College Student's Research Companion
- Publisher: Neal-Schuman
- Date of Publication: 2010
- Edition: 5th