

All Fields

LIS 513 - Research Skills III

Cover

Overview

Subject LIS

Course Number 513

Title Research Skills III

Description

Continuation of LIS 512: Presenting research and data, citations, and academic integrity.

Justification

LIS 513 is designed to support first-time and/or under-prepared students in developing the basic skills of information literacy and a general understanding of academic research necessary to succeed in credit coursework. The course curriculum contributes to the achievement of College of Alameda's institutional learning outcome in solving problems.

This course is a required part of a noncredit educational program, which 1) involves a set of competencies that prepare the student to progress in a career path or to undertake degree-applicable or nondegree-applicable credit courses and 2) results in a noncredit Certificate of Competency in Research skills. [5 CCR § 55151]

Modular Course

A modular course is defined as a course divided into parts, or modules, that can stand alone. The topics are related and when combined with all other parts, become the entire course. Modular courses are generally variable unit and open entry, with each module providing a part of the maximum unit value (ex: 3 modules, 1-3 units; each module is 1 unit).

This a modular course No

Additional Information

Open Entry No

Credit By Exam No

Assignments at College Level No

Readings at College Level No

Only applicable for CTE. Check NA if you are not sure.

CB23 Funding Agency Category Y - Not Applicable (funding not used to develop course)

Please explain why assignments are not at a college level.

This is a noncredit course.

Please explain why readings are not at a college level.

This is a noncredit course.

Co-Contributor

Co-Contributor

Cross-Listed Courses

Related

Units/Hours

Course Type

N - Non Credit

Variable No

Units (Min) 0.000

Min Total

Hours

Lecture Hours (Min) 0.115

2.0125

Lab/Studio/Activity Hours (Min)

0

Grading Policy and Duration

Grading Policy Both P/NP or Satisfactory progress**Minimum Duration** less than 6 weeks**Add justification if selection is not full semester.**

This course is in the form of a two-hour workshop.

Enrollment

Enrollment Maximum 40

Repeatability

Very few courses are repeatable. Examples of repeatable course types include:

- Intercollegiate Athletics courses (can be repeated up to three times)
- Variable unit, open entry courses (up to two times and up to the maximum unit value of the course)
- General/Occupational Work Experience courses (up to three times)

For full repeatability information, consult your curriculum committee website or the Course Repitition section of your college catalog.

Is this course repeatable? No

Selected Topic

Previously Offered as a Selected Topic No

Degree/Transfer

Program Applicable Yes**Meets GE/Transfer requirements (specify):**

Required for Degree/Certificate (specify):

- Research Skills - CP1: Certificate of Competency

CB03 Top Code

Consult the **Taxonomy of Programs (TOP) manual** (http://extranet.cccco.edu/Portals/1/AA/Credit/2013Files/TOPmanual6_2009_09corrected_12.5.13.pdf) on your curriculum committee website for the appropriate TOP code.

CB03 Top Code 493014 - Study Skills

CB04 Course Credit Status

- **Degree Credit:** May be used for degree or certificate units, including unrestricted electives to reach 60 units for a degree
- **Non-Degree Credit:** May not be used for degree or certificate units
- **Non-Credit:** Zero units are awarded
- **Community Services (Fee-based):** Zero unit courses for which students pay fees to cover the cost of instruction

Be sure the course number corresponds with its course credit status. Consult your curriculum committee website or college catalog for numbering guidelines.

CB04 Course Credit Status N - Non Credit

CB08 Basic Skill Status

Basic Skills are those foundation skills in reading, writing, mathematics, and English as a Second Language. In addition, it includes learning skills and study skills which are both necessary for students to succeed at the college level.

A course that is **Basic Skills** must adhere to the following:

- **CB03:** Must be in a TOP Code designated as appropriate for Basic Skills (see "General Studies Basic Skills/ESL Top Codes (<http://extranet.cccco.edu/Divisions/AcademicAffairs/BasicSkillsEnglishasaSecondLanguage.aspx>)")
- **CB04:** May not be designated as "Degree Credit"
- **CB21:** Must specify the level below transfer (see "CB21 Course Prior to College Level Rubrics (<http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/Curriculum/CB21CoursePriortoTransferRubrics.aspx>)")

See "CB08 - Basic Skill Status (http://extranet.cccco.edu/Portals/1/TRIS/MIS/Left_Nav/DED/Data_Elements/CB/cb08.pdf)" for details on appropriate coding

CB08 Basic Skill Status (PBS Status) B - Basic Skills

CB09 Sam Codes

CTE course: Must choose options A-D

All others: Must choose option E

See "CB09 - Course SAM Priority Code (http://extranet.cccco.edu/Portals/1/TRIS/MIS/Left_Nav/DED/Data_Elements/CB/cb09.pdf)" for details on appropriate coding

CB09 SAM Code E - Non-Occupational

CB21 Levels Below

Required only for Basic Skills courses. All others should choose "Not Applicable".

See "CB21 Course Prior to College Level Rubrics (<https://web.peralta.edu/curriculum/files/2019/08/New-data-Elements.pdf>)" for details on appropriate coding

CB21 Levels Below Transfer Y - Not applicable

CB24 Program Course Status

Credit Courses

Use Code 1 Program Applicable if the Credit Course is part of a certificate or degree that requires state approval. This includes credit courses that are required or restricted electives for an approved certificate or associate degree, including general education requirements (PCCD, CSU GE-Breadth, or IGETC). Restricted electives are specifically listed as optional courses from which students may choose to complete a specific number of units required for an approved certificate or degree. Courses that are part of a Certificate of Proficiency only are not Program Applicable.

Use Code 2 Stand Alone/Not program Applicable if the credit Course is not required or a restricted elective for any credit program approved by the System Office, or is not approved for general education (PCCD, CSU GE-Breadth, or IGETC) or is part of a Certificate of Proficiency only

Noncredit Courses

Use Code 1 if the noncredit course is part of a sequence of courses or program that results in a certificate of completion or a certificate of competency.

Use Code 2 if the noncredit course is not part of a sequence of courses or program that results in a certificate of completion or a certificate of competency.

CB24-Program Course Status 1 - Program Applicable

CB25 General Education Requirements

This data element allows colleges to identify courses that fulfill degree or general education requirements in the categories of Composition/Critical Thinking and Mathematics/Quantitative Reasoning/Analytical Thinking, as well as those that meet local competency requirements. <https://web.peralta.edu/curriculum/files/2019/08/New-data-Elements.pdf> (<https://web.peralta.edu/curriculum/files/2019/08/New-data-Elements.pdf>)

CB25 - Course General Education Status

General Education

C-ID Information

C-ID Number

Status for C-ID

C-ID Status

Expiration Date

General Education

Lecture/Lab Content

Lecture Outline

1. Steps of the research process - 25%
2. Components of a research paper - 25%
3. Creating citations in MLA and/or APA format - 25%
4. Academic integrity, copyright, and plagiarism - 25%

Lab Outline

N/A

Student Performance Objectives

If an Objective cannot be deleted, make sure a Content-Review found in the Content Validation Page is not using that objective.

Objectives

1. **Define the components of a research paper.**
Create Grouping (Optional) No
2. **Cite information sources in MLA or APA format.**
Create Grouping (Optional) No
3. **Identify means of avoiding plagiarism.**
Create Grouping (Optional) No

Student Learning Outcomes

Would you like to map these SLOs directly to the ILOs? Yes

Outcome

1. **Synthesize information sources into original writing.**
Assessment Method Text
Short essay
Institution Outcome Map
 - **College of Alameda College of Alameda**
 - Solve problems and make decisions in life and work using critical thinking, quantitative reasoning, community resources, and civil engagement.
 - Use technology and written and oral communication to discover, develop, and relate critical ideas in multiple environments.
2. **Demonstrate proper citation of information sources.**
Assessment Method Text
Bibliography
Institution Outcome Map
 - **College of Alameda College of Alameda**
 - Use technology and written and oral communication to discover, develop, and relate critical ideas in multiple environments.

3. Articulate the concepts of academic integrity.

Assessment Method Text

Short essay

Institution Outcome Map

- **College of Alameda College of Alameda**
 - Accept personal, civic, social and environmental responsibility in order to become a productive local and global community member.

Methods of Instruction

Instruction Type

List all that apply

- Activity
- Lecture
- Observation and Demonstration
- Discussion
- Projects
- Multimedia Content
- Threaded Discussions

Other Methods

Demonstrations of search techniques. Instructor led lectures to introduce how to narrow or broaden a search and identify useful keywords. Video tutorials and multimedia presentations modeling how to evaluate information.

Distance Education

Will this course be available for Distance Education? Yes

The Board of Governors (BOG) and the Peralta Community College District have defined a distance education course. A distance education course/section or session is defined as the use of technology utilized 51 percent or more of the time to deliver instruction during the course term and where the student and instructor are separated by distance. Furthermore, distance education courses may then be considered a virtual equivalent to a class-room-based course (California Community Colleges Distance Education Regulations and Guidelines).

At least one Distance Education Delivery Method must be checked. If not and this proposal is launched, it will not advance through the workflow and will not be approved until the answers are provided.

Distance Education Delivery Method

- 100% Internet-based

Recommended Maximum Student Enrollment

Recommended maximum student enrollment for this Distance Education Course 40

Need/Justification

What is the purpose of offering the course by distance education?

To provide equal access to distance education students and a flexible schedule for working students.

Do the following sections of the Course Outline of Record differ by offering this course via distance education?

Student Performance Objectives No

Assignments No

Assessment No

If you check any of the categories above, please explain.

Technical Issues

What equipment and staff are necessary to support the course for students and instructors? What are the contingency plans if access to the delivery system is interrupted?

The instructor will have a webpage to provide updates to students when Canvas is down.

Accommodations for Students with Disabilities

Must select an option from Accommodations for Students with Disabilities. If not and this proposal is launched, it will not advance through the workflow and will not be approved until the answers are provided.

Distance education courses, resources and materials must be designed and delivered in such a way that the level of communication and course-taking experience is the same for students with or without disabilities.

Will this course, as designed, accommodate students with disabilities?

Yes

Additional Resources

Must select an option from Additional Resources. If not and this proposal is launched, it will not advance through the workflow and will not be approved until the answers are provided.

Are additional resources or clerical support needed or anticipated?

Yes

If YES, please explain.

Significant librarian time will be needed to develop the online modules used in this course.

Instructor-Student Contact

Distance Education Contact

1. **Announcements/Bulletin Boards**

Frequency

daily, as needed

2. **Discussion Boards**

Frequency

daily, as needed

3. **Email Communication**

Frequency

daily, as needed

4. **FAQ**

Frequency

daily, as needed

5. **Resource Links**

Frequency

daily, as needed

6. **Scheduled Face-to-Face Meetings**

Frequency

daily, as needed

Assignments

Out-of-class Assignments (List all assignments, including library assignments. Requires two (2) hours of independent work outside of class for each unit/weekly lecture hour. Outside assignments are not required for lab-only courses, although they can be given.)

Override Outside Class Hours: Yes

Outside-of-Class Hours (Max) 0.000

Override Outside-of-Class Hours (Min) 0.000

Override Outside-of-Class Hours (Max) 0.000

Out of class Assignment

Noncredit course

Student Assessment

STUDENT ASSESSMENT (Grades are based on): (Check as many boxes as are applicable. Note: For degree credit, AT LEAST ONE of the first four boxes must be checked. If "ESSAY" is not checked, please explain why here.)

Evaluation Method

- ESSAY (Includes "blue book" exams and any written assignment of sufficient length and complexity to require students to select and organize ideas, to explain and support the ideas, and to demonstrate critical thinking skills.)
- SKILL DEMONSTRATION
- MULTIPLE CHOICE
- OTHER (Describe)

Other

Student led discussions on topics such as academic integrity and copyright. Writing that includes incorporating and quoting sources. Critiques of other students bibliographies.

Requisites

This course has requisites. Yes

Any requisites which are used in the Content Validation page must be removed before removing the requisite on this page.

Requisites

1. **Prerequisite**

Subject LIS

Requisite Course

Non Course Requirement

LIS 511: Research Skills I

Condition and

Sequential Yes

Non-sequential No

2. **Prerequisite**

Subject LIS

Requisite Course

Non Course Requirement

LIS 512: Research Skills II

Condition

Sequential No

Non-sequential No

Content Validation

Requisites Status

This course has requisites (see the Requisites page to change this value). Yes

If a Course Requisite is selected, you must provide a value for Content Validation.

Content Review

Texts, Readings, and Materials

Citation Formatting

Select Citation Style. MLA

Textbook

Author	Title	Edition	ISBN	City	Publisher	Year of Publication	Rationale for Textbook Older than 5 Years
Modern Language Association	MLA Handbook	8th	9781603292627	New York	Modern Language Association	2016	

Manual

Author	Title	Pub Date	Publisher
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Periodical

Title	Author	Publication Name	Publication Date	Publisher
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Software

Title	Edition	Publisher	Description
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Other

Description

Library

Print Materials Yes

Non-Print Materials Yes

Online Materials Yes

Services Yes

Comments

Library materials are sufficient to support the course.
jm, 10/24/2018

Attached Files

Attached File

Proof of Consultation from Merritt.pdf (/Form/Course/_DownloadFile/13990/1088?fileId=4312)

ProofofconsultationfromBCC.pdf (/Form/Course/_DownloadFile/13990/1088?fileId=4313)

Re_ Proof of Consultation for LIS501 LIS502 IIS503 and CertifLANEY.pdf (/Form/Course/_DownloadFile/13990/1088?fileId=4321)

Codes/Dates

Date

- CC Approval
11/06/2018
- Board of Trustees
01/08/2019
- State Approval
02/28/2019

UC Approval Term**UC Approval Year****CSU Approval Term****CSU Approval Year****IGETC Approval Term****IGETC Approval Year****CSU GE Approval Term****CSU GE Approval Year****Current Effective Date** 08/01/2019**Originator** McKenna, Jane**Origination Date****CB00 State ID** CCC000602589**Original State Approval****CB05 Course Transfer Status** C - Not transferable**CB10 Course COOP Work Exp-ED** N - Is not part of a cooperative work experience education program.**CB11 California Classification Codes** K - Other Noncredit Enhanced Funding**CB13-Special Class Status** N - Course is not a special class.**CB22 Non Credit Course Category** C - Elementary and Secondary Basic Skills**CB 26: COURSE-SUPPORT-COURSE-STATUS:**

CB26 allows colleges to distinguish support courses associated with **AB705** implementation from noncredit, pre-collegiate courses that are associated with efforts such as the California Adult Education Program (CAEP). It can also be used to evaluate **AB705**, to examine how support courses relate to student outcomes such as enrollment patterns, completing general education requirements, earning an award, or transferring to a four-year institution. <https://web.peralta.edu/curriculum/files/2019/08/New-data-Elements.pdf> (<https://web.peralta.edu/curriculum/files/2019/08/New-data-Elements.pdf>)

CB26 - Course Support Course Status**Comment****History**

ASSIST Preview

Prefix LIS**Course Number** 513**Content**

1. Steps of the research process - 25%
2. Components of a research paper - 25%
3. Creating citations in MLA and/or APA format - 25%
4. Academic integrity, copyright, and plagiarism - 25%

Lab Content

N/A

Assignments

Noncredit course

Course Description

Continuation of LIS 512: Presenting research and data, citations, and academic integrity.

Lecture Hours

0.000

Lab Hours**Outline Approval Date**

2018-11-06

Outline Effective Date

2018-10-24

Prerequisites

Prerequisite

LIS 511: Research Skills I and

LIS 512: Research Skills II

Corequisites

Advisories

Objectives

- Define the components of a research paper.
- Cite information sources in MLA or APA format.
- Identify means of avoiding plagiarism.

Instruction Methods

- Lecture
- Distance Education
- Activity
- Discussion
- Multimedia Content
- Threaded Discussions
- Observation and Demonstration
- Projects
- Demonstrations of search techniques. Instructor led lectures to introduce how to narrow or broaden a search and identify useful keywords. Video tutorials and multimedia presentations modeling how to evaluate information.

Evaluation Methods

- ESSAY (Includes "blue book" exams and any written assignment of sufficient length and complexity to require students to select and organize ideas, to explain and support the ideas, and to demonstrate critical thinking skills.)
- MULTIPLE CHOICE
- SKILL DEMONSTRATION
- Student led discussions on topics such as academic integrity and copyright. Writing that includes incorporating and quoting sources. Critiques of other students bibliographies.

Other Texts