Information Policy – LIS 9130
Summer Term 2018

Instructor: Dr. Louis D'Alton   **Email:** ljdalton@uwo.ca

Classes: Friday 1:30-4:20   **Room:** FNB 2230

Office Hours: Friday 12:00-1:00 and by appointment

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COURSE DESCRIPTION

The course introduces information policy concepts and issues with which practitioners need to be familiar. The course will consider information policy; the policy process and players; individual policies which influence information creation and access in Canada; and the role of librarians in policy development.

COURSE OBJECTIVES

The objectives of the course are:

1. Expand student awareness of macro-level (i.e. governmental and intergovernmental) policy making and how policy outcomes ultimately affect local and institutional information policy;
2. Promote awareness of the role of information policy as a driver of library policy;
3. Increase student awareness of the role of the library and information community as stakeholders in the policy process, and the role that individual library associations can play in policy development;
4. Provide students an opportunity to explore particular policy areas in depth;
5. Encourage students to become involved as professional leaders in national and international information developments.

CLASS FORMAT

Classes will generally begin with a a discussion of current information policy issues gleaned from print, broadcast and online resources. This will be followed by a lecture from the instructor and, starting later in the term, a team presentation.

COURSE POLICIES

Attendance: Attendance at and timely arrival to all classes is required, and will be monitored each class. See the MLIS Student Handbook for details. Students needing to negotiate legitimate absences need to inform the instructor in advance in order to arrange for make-up work. In case of emergency absences, students must contact the instructor as soon as possible afterwards. Students who are absent or late without permission may be required to complete additional assignments.

Computing device policy: While laptops, tablets and other computing devices are permitted in the classroom, please use them only for legitimate course related purposes. Checking email, browsing Facebook, etc. are inappropriate, distracting and disrespectful both to the instructor and fellow students.

Scholastic Offenses: Scholastic offenses are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web
site: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_grad.pdf

Support Services: Students who are in emotional/mental distress should refer to Mental Health@Western http://www.uwo.ca/uwocom/mentalhealth/ for a complete list of options about how to obtain help.

COURSE REQUIREMENTS

To achieve a successful outcome in this course you must attend all classes, actively participate in class discussions and complete the required assignments. Assignments will consist of an initial policy question, a team project, a term paper outline and a term paper. There will also be a grade given for participation in the course. The value of each of these items in the final course grade is listed below.

Policy Question	10%
Participation	20%
Quizzes	10%
Team Project	30%

Term Paper Outline	10%
Term Paper	20%

Assignment Submission:

All assignments are to be submitted electronically by midnight on the day of the class in which they are due. There is no official style manual for this course, but please ensure that the style chosen is appropriate and applied consistently. Marks will be deducted for poor grammar, style or spelling. Late assignments will be subject to a penalty of 5% per day (including weekends) or part thereof unless appropriate documentation is provided. Electronic submission in a Microsoft Word format is preferred, but paper submissions will be accepted.

MLIS Grade Guidelines:

The MLIS Student Handbook contains information on the criteria used to grade assignments. Students are expected to prepare for and participate in all class activities and actively take part in any class discussions. For the grading guidelines please see:

 http://intra.fims.uwo.ca/students/handbooks/mlis/mlis-handbook-04.htm#P251_25303

SCHEDULE

The course is divided into 13 discrete weeks, however many of the issues being discussed are inter-connected and as such, recurring policy issues will manifest themselves throughout the course. The *tentative* schedule is posted below.

Week	Date Week of	Topic	Assignments Due
1	May 11	Introduction and Overview	Participation (throughout term 20%) Quizzes (throughout term 10%)
2	May 18	Influences on Information Policy	Policy Question (10%)
3	May 25	Approaches to Policy Making	
4	June 1	Access to Information and Secrecy	
5	June 8	Privacy and Surveillance	Term Paper Outline (10%)

6	June 15	Innovation Policy	Team Analysis (15%)
7	June 22	Internet Policy	
8	June 29	Telecom/Broadcast Policy	Term paper meetings with instructor available all week
	July 6	Reading week	No Class
9	July 13	Internet of Things	Guest Lecturer: Dr Samuel Trosow
10	July 20	International Issues	Guest Lecturer: Lisa Macklem
11	July 27	TBC No Class	Work on term papers and presentations
12	July 30		Team Presentations (15%)
13	Aug 6		Team Presentations (15%) Term Paper due (20%)

READINGS

All the readings for the course are available on either the course owl, through the UWO library or on the Internet.

PARTICIPATION

Participation forms a significant portion of the grade in this class (20%). As attendance is required in all MLIS programs there will be no participation grades given for simply attending class – students are expected to participate. Because of the weight of the participation grade students are encouraged to participate throughout class drawing on their insights from the readings and personal or professional experience. The beginning of each class will include a discussion of any relevant information policy developments from the previous week. Students are reminded that it is the quality of participation that is examined when determining the participation grade not simply the quantity.

ASSIGNMENTS

Given the importance of writing to the course grade students should keep in mind the following guidelines:

- Assignments are graded according the MLIS grade guidelines, with particular emphasis placed on logical, clear writing, sound argumentation, and critical engagement with the topic. Writing should be analytical in nature and not a summary of the readings.
- While there is no allotted proportion of the grade for spelling, grammar and punctuation, students should strive to have no errors in this regard. If poor spelling, grammar or punctuation negatively influence the clarity of the work marks will be deducted.
- With the exception of the Policy Question assignment (Assignment 1) there is an expectation that students will seek out materials beyond those listed in the syllabus. Good research is critical to addressing policy issues.
- Students are free to use any style of citation/reference, so long as it as it is used consistently and gives a clear indication of the source. Proper citation is an important aspect of adhering to the guidelines regarding plagiarism.
- If you have a question about an assignment please don't hesitate to ask it in class, as others are likely wondering the same thing. Alternatively, drop by my office during office hours, send me an email (and if I don't respond within 24 hours send me another email) or phone.
- Please note, policy questions are always open to debate and there are no right or wrong answers – an effective assignment will make a convincing case for whatever position is adopted.
- Finally, for all assignments please use twelve-point font and Cambria or Times New Roman typeface. It makes it much easier for me to read, which is in your best interest.

Policy Question: Given out at the end of class 1. Due: In class May 8 (class 2).

Value: 10%, **Length**: 2 double spaced pages

The short policy question assignment is designed as a relatively simple assignment to get students engaged with the topic of information policy. No outside research is required. A well written assignment will consider both the benefits and drawbacks of the question and will make a clear policy recommendation.

Term Paper Outline and Term Paper

Value:

Outline - 10% (Due in class June 8), Length: approximately 3 double spaced pages not inclusive of references.

Paper - 20% (Due in last class Aug 6). Paper: approximately 10 double spaced pages not inclusive of references.

The term paper and outline are intended to provide students with the opportunity to explore a topic in information policy in greater depth. The outline is intended to ensure the topic approached has a manageable and researchable scope. You are encouraged to discuss any issues or ideas for a paper with the instructor before the outline is due.

For the outline students should provide a list of at least 8 sources on their topic to indicate that sufficient material exists to write an analytical paper. The body of the outline should describe the direction/approach that will be taken and some of the key areas that will be discussed. When writing

the final paper, students are free to revise the direction of their paper based on the feedback from the outline and further research.

Quizzes: 10% total. Several pop quizzes will take place randomly throughout the term. All content will be based on the required reading for the week in which the quiz takes place.

Team Analysis & Presentation:

Value: 30% total value (15% for each), Analysis due in class June 15, Presentations will take place throughout last 3 classes of the term

The makeup of teams will be randomly selected by the instructor at the outset of the course. Each team will be given a policy issue as a project for analysis which will form the first part of the team assignment. The presentations on the analysis will be the basis for the second part of the team assignment.