

## Course ID/Course Name

# INFO 4685.401: Information Resources in Culturally Diverse Communities

**Fall 2025**

## Instructor Contact

**Name:** Dr. Elena Vassilieva

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**Phone Number:** (940)565-3445

**Office Hours:** By appointment. Students are welcome to make an appointment with the instructor at any time to discuss course-related questions and issues. Please send email to the instructors on Canvas to schedule online meeting.

**Email:** [evv0002@unt.edu](mailto:evv0002@unt.edu)

## Course Description

INFO 4685 Information resources to meet access needs of cultural and ethnic communities. Issues in the provision of information services to cultural and ethnic communities. Study of the needs and cultural milieu of these communities. Materials and methods for serving these groups.

## Course Structure

INFO 4685, Section 401, takes the form of an online class. All course materials are available on Canvas learning management system in electronic format. The interaction between the students and instructors in the online learning environment. It promotes intensive study and exchange of ideas. Students will submit all assignments through the tools available on Canvas. The course includes fourteen topics organized into the weekly modules on Canvas.

## Course Prerequisites or Other Restrictions

There are no prerequisites for the course.

## Course Objectives

Upon completion of this course, the students should be able to:

1. Demonstrate the ability to navigate and communicate on Canvas Learning Management System and identify the expectations of the online course.
2. Recognize library and information studies professional practice in resources and services in their communities.
3. Analyze and evaluate information resources for cultural and ethnic groups.
4. Identify the types of information services provided to a variety of clients in multicultural communities.
5. Create presentations on the course topics and subtopics.

### Required/Recommended Materials

There is no required textbook for this course. Course learning materials and required readings are provided in the course content on Canvas. The course Topic Readings based on scholarly and professional literature are available from the UNT Libraries electronic resources. To access the UNT Libraries and their e-databases go to [UNT Libraries website](#) and enter your EUID and password to access the resources. The [UNT Libraries' Policy Manual](#) includes [chapters on Web accessibility](#) and Electronic and Information resources accessibility Policy.

Each Module Materials page includes a Supplemental (not required) Materials section and Helpful Resources page that are also supplemental materials.

### Citation Style Manual

American Psychological Association (2020). *Publication manual of the American Psychological Association* (7th ed.). Washington, DC: American Psychological Association.

### Welcome to UNT!

As members of the UNT community, we have all made a commitment to be part of an institution that respects and values the identities of the students and employees with whom we interact. UNT does not tolerate identity-based discrimination, harassment, and retaliation. UNT's full Non-Discrimination Policy can be found in the UNT Policies section of the syllabus.

### Teaching Philosophy

To facilitate learning in the course, the course uses multiple methods of teaching, presentation, and resources in various formats that include text, audio, video, software applications. An online course is a living dynamic community and everyone, from the instructor to the students, must contribute to maintaining a positive and productive learning environment.

In addition, it is expected that each student will show a high amount of self-initiative in evaluating and analyzing the course materials and related to the course topics by conducting research, locating the additional reading material, if necessary, for this course. This is part of being an information and knowledge professional. This means that students should be willing to go to the university library (or university library website), the public library, or school libraries, as well as to conduct research online to complete assignments, as needed. It is the student's responsibility to locate appropriate literature and information sources to complete all assignments. Students should be also able to present the results of their research and analysis in an appropriate professional manner using appropriate software.

## Course Technology & Skills

### Minimum Technology Requirements

- Computer
- Reliable internet access
- Speakers
- Microphone
- Plug-ins
- Microsoft Office Suite
- [Canvas Technical Requirements](https://clear.unt.edu/supported-technologies/canvas/requirements) (https://clear.unt.edu/supported-technologies/canvas/requirements)

### Computer Skills & Digital Literacy

Course-specific digital literacy skills learners must have to success in the course:

- Using email with attachments
- Downloading and installing software
- Using presentation and graphics programs

Information on how to be successful in a digital learning environment can be found at [Learn Anywhere](https://online.unt.edu/learn) (https://online.unt.edu/learn).

### Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT, we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

### UNT IT Help Desk

**Email:** [helpdesk@unt.edu](mailto:helpdesk@unt.edu)

**Live Chat:** [Helpdesk Live Chat](https://it.unt.edu/helpdesk/chatsupport) (https://it.unt.edu/helpdesk/chatsupport)

**Phone:** 940-565-2324

**In Person:** Sage Hall, Room 330

**Hours and Availability:** Visit [UNT IT Helpdesk](https://it.unt.edu/helpdesk) (https://it.unt.edu/helpdesk) for up-to-date hours and availability

For additional support, visit [Canvas Technical Help](https://community.canvaslms.com/docs/DOC-10554-4212710328) (https://community.canvaslms.com/docs/DOC-10554-4212710328)

### How to Succeed in this Course

**Communication Expectations:** Important course announcements will be posted in the "Announcements" page on Canvas, and students are expected to monitor this area and read the posts. Students are also expected to check their Course E-mail regularly.

The course uses online communication tools on Canvas: discussions and course email. The Canvas discussions area is a public domain that will be seen by all students. If you have questions or concerns

that you do not want made public, please direct them to the course faculty in the course E-mail.

The course instructor will make every attempt to respond to your emails/questions within *2 business days*. If you have not received a response after that time, please email the course instructor again, as the instructor may not have received your email. You should be receiving feedback on assignments within a week after submission, and grades will be posted in the Grades tab on Canvas.

UNT strives to offer you a high-quality education and a supportive environment, so you learn and grow. As a faculty member, I am committed to helping you be successful as a student. To learn more about campus resources and information on how you can be successful at UNT, go to [unt.edu/success](http://unt.edu/success) and explore [unt.edu/wellness](http://unt.edu/wellness). To get all your enrollment and student financial-related questions answered, go to [scrappysays.unt.edu](http://scrappysays.unt.edu).

## ADA Policy

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodation at any time; however, ODA notices of reasonable accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the [Office of Disability Access](https://studentaffairs.unt.edu/office-disability-access) website (<https://studentaffairs.unt.edu/office-disability-access>). You may also contact ODA by phone at (940) 565-4323.

## Course Requirements

### Assignments

Three discussions on the course topics, Three Reading Discussions, two Video Discussions, four Reference Questions assignments, a Presentation (includes peer evaluation), Research Assignment, Midterm Paper, Term Paper. See the Assignments tab on Canvas for detailed assignment instructions. See the Course Summary for assignment due dates. The Course Summary is available in the Syllabus tab on Canvas.

The course does not have any extra credit assignments.

### Grading

Method of grading: Points. See percentage weight for each assignment in the table below:

Assignment	Percentage of Final Grade
Class Participation	10%
Discussion questions assignment	5%
Reference Questions for 4 cultural areas @ 5 points each	20%
Reading Discussions <ul style="list-style-type: none"> <li>• Three discussions @ 5 points each</li> </ul>	10%
Video Discussions <ul style="list-style-type: none"> <li>• In two course Topics</li> </ul>	10%
Presentation (includes peer evaluation)	10%
Research assignment	10%
Midterm Paper	10%
Term Paper	15%
<b>Total</b>	<b>100%</b>

The course does not have any extra credit assignments.

### Assessing Your Work

**Total Points Possible for Semester/Grading Scale = 100**

<i>100-90 = A</i>
<i>89-80 = B</i>
<i>79-70 = C</i>
<i>69-60 = D</i>
<i>59-50 = F</i>

A – Excellent work

B – Good work

C – Fair work

D – Passing work

F – given when a student (1) has failed the course while still officially enrolled at the end of the term/semester; (2) is failing in a course and misses the final examination without satisfactory explanation; or (3) stops attending class without completing an official drop or withdrawal. It is the student's responsibility to contact the CI-Advising and Course Instructor for grade arrangements.

## Course Schedule

Course calendar dates for course deadlines, including the final term paper, course topics, and required readings for each course topic are listed in the Course Calendar available in the Syllabus tab in the course on Canvas.

**Note:** Students will be notified by Eagle Alert if there is a campus closing that will impact the class. The course calendar is subject to change. See the UNT Emergency Notifications - <https://emergency.unt.edu/emergency-notifications>. In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

## Attendance and Participation

Because this course involves collaboration, participation is essential to learning. Our project-based activities require you to be actively engaged in discussions and project work. If you run into challenges that require you to miss an assignment, please contact the course instructor. There may be some flexibility that can be offered to support your academic success.

Students are expected to visit the course page on Canvas regularly and to abide by the attendance policy established for the course. It is important that you communicate with the professor prior to being absent, so you, the professor can discuss and mitigate the impact of the absence on your attainment of course learning goals.

Please inform the professor if you are unable to attend class because you are ill, in mindfulness of the health and safety of everyone in our community. See the UNT System COVID information here: <https://www.untsystem.edu/archives/covid-19/index.php>

## Course Evaluation

The Student Perceptions of Teaching (SPOT) survey is the student course evaluation system for UNT. For more information, visit [Office of the Provost, SPOT page \(https://vpaa.unt.edu/spot\)](https://vpaa.unt.edu/spot). Fall 2025 SPOT Survey administration dates are November 11 - December 04.

## Course Materials for Remote Instruction

Remote instruction may be necessary if community health conditions change, or you need to self-isolate or quarantine due to COVID-19. Students will need access to the course on Canvas to participate in fully remote portions of the class. Information on how to be successful in a remote learning environment can be found at <https://online.unt.edu/learn>

## Late Work

UNT instructors have the prerogative to accept or not to accept late work. If you have an emergency, please contact the course instructor to obtain permission for a deadline extension. Otherwise, late submissions will not be accepted. Consideration will be given on a case-by-case basis.

Students are asked to contact instructors if they expect to submit work late or intend to withdraw from the course.

## Assignment Policy

The official due dates for each assignment are indicated in the Course Calendar available in the Syllabus tab on Canvas. Assignment instructions are available in the Assignments tab in the course on Canvas.

The instructions indicate what file type assignments should be saved as and where/how files should be submitted.

### Instructor Responsibilities and Feedback

- The instructor's responsibilities in the course: helping students grow and learn; providing clear instructions for projects and assignments; answering questions about assignments; identifying additional resources as necessary; providing grading rubrics, reviewing and updating course content.
- The instructor tries to respond to emails, discussion board posts, assignment submissions/feedback, and grades in a very timely manner.

### UNT POLICIES

#### Supporting Your Success and Creating an Inclusive Learning Environment

In addition to standards for success in courses, there are UNT policies and procedures. You can access these on the [Student Support Services & Policies \(https://clear.unt.edu/student-support-services-policies\)](https://clear.unt.edu/student-support-services-policies) webpage. Students are encouraged to read and absorb these important processes.

#### Code of Conduct

"The University has established the Code of Student Conduct to promote the well-being, honor and dignity of all who live, learn and work in our educational community. The Code of Student Conduct is intended to foster a safe environment conducive to learning and development, as well as to hold students accountable through an educational process that balances the interests of individual students with the interests of the University. Students and student groups are expected to conduct themselves in a manner that demonstrates respect for the rights and property of others and upholds the integrity and values of the University community."

Enrollment at the University of North Texas is considered implicit acceptance of these and other policies applicable to students, all of which are educational and designed to help students understand expectations and accept responsibility for their actions. In the course, we will work to create a classroom culture of open communication, mutual respect, and belonging. All discussions should be respectful and civil. Every student in this class should have the right to learn and engage within an environment of respect and courtesy from others. Students are encouraged to review and become aware of the UNT's Student Code of Conduct ([Code of Student Conduct \(https://policy.unt.edu/policy/07-012\)](https://policy.unt.edu/policy/07-012)).

#### Academic Integrity

Academic Integrity Standards and Consequences. According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. You are encouraged to become familiar with the policies of Academic Integrity (<https://vpaa.unt.edu/ss/integrity>). If you are in doubt regarding the requirements, please consult with the course instructor before you complete any requirements of the course.

From the UNT Student Code of Conduct:

Academic dishonesty – plagiarism. The term “plagiarism” includes but is not limited to (a) the knowing or negligent use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgement and (b) the knowing or negligent unacknowledged use of materials prepared by another person or by an agency engaged in the selling of term papers or other academic materials.

Plagiarism is copying by retyping, cutting, and pasting, or paraphrasing. In this course, beware of the following:

- Do not quote or paraphrase published sources without explicit reference to the original work. Information used or quoted from other sources must contain a citation, whether the source is a print or electronic source.
- Do not insert parts of another student’s work into your own work. That students trust you to respect their intellectual product.
- Do not copy and paste parts of the course material into your work without proper citations

### Academic Misconduct

Cheating and disciplinary action for cheating is defined by the UNT Policy Manual Code of Student Conduct and Discipline. Cheating is an act of academic dishonesty. It is defined and is to be handled as follows: Plagiarism and cheating refer to the use of unauthorized books, notes, or otherwise securing help in a test; copying tests, assignments, reports, or term papers; representing the work of another as one's own; collaborating, without authority, with another student during an examination or in preparing academic work; or otherwise practicing scholastic dishonesty. Academic dishonesty matters may first be considered by the faculty member who may assign penalties such as failing, reduction or changing of a grade in a test, course, assignment, or other academic work, denial of a degree and/or performing additional academic work not required of other students in the course. If the student does not accept the decision of the faculty member, he/she may have his/her case heard by the academic department chairperson or head for review of his/her case. If the student does not accept the decision of the academic department chairperson, he/she may then follow the normal appeal procedures listed in Disciplinary Procedures.

### Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Canvas for contingency plans for covering course materials.

### Acceptable Student Behavior

Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums, including University and electronic classroom, labs, discussion groups, field trips,

etc. Visit UNT's Code of Student Conduct (<https://policy.unt.edu/policy/07-012>) and the Dean of Students website (<https://studentaffairs.unt.edu/dean-of-students>) to learn more.

### Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: [my.unt.edu](http://my.unt.edu). All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](https://it.unt.edu/eagleconnect) (<https://it.unt.edu/eagleconnect>).

## COURSE POLICIES

### Penalties for Plagiarism

Plagiarism is illegal, unethical, and unacceptable. Any instances of plagiarism in student work will result in the following penalties: First offense: Grade of zero for the assignment. Second offense: Final course grade reduced by one complete grade. Third offense: Assignment of F (Fail) for final course grade.

### Drop Policy

To officially withdraw or drop this course, the student must notify the instructor, the CI-Advising office, and the UNT Registrar. You are not officially dropped until the instructor approves it and the registrar processes it. Denied access to Blackboard does not ensure that you are dropped by the Registrar. It is your responsibility to ensure that the process is complete. A student who does not participate and does not officially withdraw will receive an F in the course.

### Attendance Policy

Students are expected to check into class and read announcements and the discussion boards at least once a day. The instructor can track student attendance.

### Syllabus Change Policy

There are instances when the instructor may need to change the assignments, grading criteria, and/or assignment due dates listed in this syllabus. If this becomes necessary, the instructor will immediately notify students of the changes via the "Announcements" section as well as through Canvas email.

### Copyright Notice

Some or all the materials on this course website may be protected by copyright. Federal copyright law prohibits the reproduction, distribution, public performance, or public display of copyrighted materials without the expressed and written permission of the copyright owner, unless fair use or another exemption under copyright law applies. The materials on this site are provided solely for the use of students enrolled in this course, and for purposes associated with this course; except for material that is unambiguously and unarguably in the public domain, these materials may not be retained or further disseminated. Any students who use university equipment or services to access, copy, display, perform, or distribute copyrighted works (except as permitted under copyright law or specific license) will be subject to appropriate disciplinary action by the university as well as to those civil and criminal penalties provided by federal law.

### Policy on Server Unavailability or Other Technical Difficulties

The University is committed to providing a reliable online course system to all users. However,

in the event of any unexpected server outage or any unusual technical difficulty, which prevents students from completing a time sensitive assessment activity, the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Students should immediately report any problems to the instructor and contact the UNT Student Help Desk: [helpdesk@unt.edu](mailto:helpdesk@unt.edu) or 940.565.2324. The instructor and the UNT Student Help Desk will work with the student to resolve any issues at the earliest possible time.

### Important Notice for F-1 Students Taking Distance Education Courses

Federal regulations state that students may apply only 3 fully online semester credit hours (SCH) to the hours required for full-time status for F-1 visa holders. Full-time status for F-1 Visa students is 12 hours for undergraduates and 9 hours for graduate students. See The DSI CLEAR [F-1 Visa Holder Regulation](#) webpage.

Because the decision may have serious immigration consequences. For all questions about their status and regulations the F-1 visa holders should contact the [UNT International Student and Scholar Services](#) (<https://international.unt.edu/content/international-student-scholar-services>) (phone: 940-565-2195 or email [internationaladvising@unt.edu](mailto:internationaladvising@unt.edu)) to get clarification.

## Academic Support & Student Services

### Student Support Services

#### Mental Health

UNT provides mental health resources to students to help ensure there are numerous outlets to turn to that wholeheartedly care for and are there for students in need, regardless of the nature of an issue or its severity. Listed below are several resources on campus that can support your academic success and mental well-being:

- [Student Health and Wellness Center](https://studentaffairs.unt.edu/student-health-and-wellness-center) (<https://studentaffairs.unt.edu/student-health-and-wellness-center>)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (<https://studentaffairs.unt.edu/counseling-and-testing-services>)
- [UNT Care Team](https://studentaffairs.unt.edu/care) (<https://studentaffairs.unt.edu/care>)
- [UNT Psychiatric Services](https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry) (<https://studentaffairs.unt.edu/student-health-and-wellness-center/services/psychiatry>)
- [Individual Counseling](https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling) (<https://studentaffairs.unt.edu/counseling-and-testing-services/services/individual-counseling>)

### Chosen Names

A chosen name is a name that a person goes by that may or may not match their legal name. If you have a chosen name that is different from your legal name and would like that to be used in class, please let the instructor know. Below is a list of resources for updating your chosen name at UNT.

- [UNT Records](#)
- [UNT ID Card](#)
- [UNT Email Address](#)
- [Legal Name](#)

\*UNT EUIDs cannot be changed at this time. The collaborating offices are working on a process to make this option accessible to UNT community members.

#### Additional Student Support Services

- [Registrar](https://registrar.unt.edu/registration) (https://registrar.unt.edu/registration)
- [Financial Aid](https://financialaid.unt.edu/) (https://financialaid.unt.edu/)
- [Student Legal Services](https://studentaffairs.unt.edu/student-legal-services) (https://studentaffairs.unt.edu/student-legal-services)
- [Career Center](https://studentaffairs.unt.edu/career-center) (https://studentaffairs.unt.edu/career-center)
- [Counseling and Testing Services](https://studentaffairs.unt.edu/counseling-and-testing-services) (https://studentaffairs.unt.edu/counseling-and-testing-services)
- [UNT Food Pantry](https://deanofstudents.unt.edu/resources/food-pantry) (https://deanofstudents.unt.edu/resources/food-pantry)

#### Academic Support Services

- [Academic Resource Center](https://clear.unt.edu/canvas/student-resources) (https://clear.unt.edu/canvas/student-resources)
- [Academic Success Center](https://success.unt.edu/asc) (https://success.unt.edu/asc)
- [UNT Libraries](https://library.unt.edu/) (https://library.unt.edu/)
- [Writing Lab](http://writingcenter.unt.edu/) (http://writingcenter.unt.edu/)

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