

# Spring 2026 ITLS-5025-IW2 XL Syllabus

## ITLS 5025/6025

### School Library Instruction and Assessment

#### Spring 2026

**Instructor:** Davina Sauthoff

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**Office Hours:** Each Thursdays 4:30-5:00 pm

Four required meetings throughout the semester; see Canvas calendar for dates. Optional attendance other weeks. To meet virtually outside these times, please message me in Canvas.

**Join the meeting now ([https://teams.microsoft.com/join/19%3ameeting\\_MDK0OTNINDAtNTczZC00YjA1LWEzOGItMjM5N2lyZjRIMTBk%40thread.v2/0?context=%7b%22Tid%22%3a%225adc2279-b531-45b1-8b96-96167f00484a%22%2c%22Oid%22%3a%22dc5114b0-7b70-4125-8a9c-c9a8b301668b%22%7d](https://teams.microsoft.com/join/19%3ameeting_MDK0OTNINDAtNTczZC00YjA1LWEzOGItMjM5N2lyZjRIMTBk%40thread.v2/0?context=%7b%22Tid%22%3a%225adc2279-b531-45b1-8b96-96167f00484a%22%2c%22Oid%22%3a%22dc5114b0-7b70-4125-8a9c-c9a8b301668b%22%7d))**

Meeting ID: 265 079 105 264 78

Passcode: Bm74BZ6P

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**Text Book:** None required. Online reading materials will be provided.

### Course Description

This course presents a wide variety of activities that are integral to a school library media program, including collaboration, reading guidance, instructional development, curriculum development, media skill instruction, and assessment strategies.

### Course Overview

This course follows a weekly schedule (Monday - Sunday), with **all assignments and discussions due Mondays by midnight**. The course is divided into 4 modules, 4 weeks each, each covering one of the four course competencies.

After completing this course (lectures, assignments, readings, discussions) you will be able to:

**2a. Plan for Instruction:** collaborate with members of the learning community to design developmentally and culturally responsive resource-based learning experiences that integrate inquiry, innovation, and exploration and provide equitable, efficient, and ethical information access.

**2b. Instruction strategies:** use a variety of instructional strategies and technologies to ensure that learners have multiple opportunities to inquire, include, collaborate, curate, explore, and engage in their learning

**2c. Integrate Ethical Use of Information into Instructional Practice:** teach learners to evaluate information for accuracy, bias, validity, relevance, and cultural context. Demonstrate ethical use of information and technology in the creation of new knowledge.

**2d. Assessment:** use multiple methods of assessment to engage learners in their own growth. Candidates, in collaboration with instructional partners, revise their instruction to address areas in which learners need to develop understanding.

## Assignments and Discussions:

All assignments involving discussions have **2 due dates**.

- Your original post is due on **Fridays** by midnight.
  - Your responses to peers are due on **Mondays** by midnight.
- Plan ahead! 😊

When participating in an online discussion, please start early in the week to facilitate a lively exchange of information during that week. Note that the discussion rubric requires you to post your main post before Friday. Everyone posts once and responds at least twice to other students. These posts and responses are part of your final grade. **Please realize that with your participation in this class, you are contributing to your fellow students' learning as well as your own.**

**Readings** - Each week, the required reading will contribute directly to the understanding of the week's content and learning intentions.

### Semester Assignments

**1. Practicum** (100 Points) - Review the Practicum

(<https://usu.instructure.com/courses/802514/assignments/5152996>) page for assignment details, also found under the More Resources tab on the home page.

**2. Reading as a Librarian - Book Journal** (100 Points) - Visit the assignment page

(<https://usu.instructure.com/courses/802514/assignments/5152979>) for more information.

## Course Policies

### 4.1

In our classroom, we do not harass or discriminate against anyone on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, veteran status, or marital or parental status; the presence of any sensory, physical or mental disability or handicap; nor for any other reason.

### 4.2. The Honor System

Each student has the right and duty to pursue his or her academic experience free of dishonesty. The Honor System is designed to establish the higher level of conduct expected and required of all Utah State University students.

The Honor Pledge: To enhance the learning environment at Utah State University and to develop student academic integrity, each student agrees to the following Honor Pledge: "I pledge, on my honor, to conduct myself with the foremost level of academic integrity." A student who lives by the Honor Pledge is a student who does more than not cheat, falsify, or plagiarize.

A student who lives by the Honor Pledge:

- Espouses academic integrity as an underlying and essential principle of the Utah State University community;
- Understands that each act of academic dishonesty devalues every degree that is awarded by this institution;
- and
- Is a welcomed and valued member of Utah State University.

(See Article VI of the student code (University Regulations Regarding Academic Integrity) -

<http://www.usu.edu/studentservices/studentcode/article6.cfm>

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### 4.3. Plagiarism

Plagiarism includes knowingly "representing, by paraphrase or direct quotation, the published or unpublished work of another person as one's own in any academic exercise or activity without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials." The penalties for plagiarism are severe. They include warning or reprimand, grade adjustment, probation, suspension, expulsion, withholding of transcripts, denial or revocation of degrees, and referral to psychological counseling. (See Article VI of the student code: <http://www.usu.edu/studentservices/studentcode/article6.cfm> (<http://www.usu.edu/studentservices/studentcode/article6.cfm>))

Please note that Canvas has a new automated feature to detect plagiarism called Turnitin (<http://turnitin.com/>). Please also note that professors in the Instructional Technology and Learning Sciences Department are required to officially report ANY case of plagiarism, no exceptions.

### 4.4. Sexual harassment

Sexual harassment is defined by the Affirmative Action/Equal Employment Opportunity Commission as any "unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature." If you feel you are a victim of sexual harassment, you may talk to or file a complaint with the Affirmative Action/Equal Employment Opportunity Office located in Old Main, Room 161, or call the AA/EEO Office at 797-1266.

### 4.5. Students with disabilities

The Americans with Disabilities Act states: "Reasonable accommodation will be provided for all persons with disabilities in order to ensure equal participation within the program. If a student has a disability that will likely require some accommodation by the instructor, the student must contact the instructor and document the disability through the Disability Resource Center (797-2444), preferably during the first week of the course. Any request for special consideration relating to attendance, pedagogy, taking of examinations, etc., must be discussed with and approved by the instructor. In cooperation with the Disability Resource Center, course materials can be provided in alternative format, large print, audio, diskette, or Braille."

### 4.6. Grading

Your grade will be based on the university grading scale:

A	100-	A-	92-	B+	B	B-
93%,		90%		89-87%	86-83%,	82-80%
C+	79-	C	76-	C-	D	F
77%		73%		72-70%	69-60%	59-0%

**Please note that to earn an A- or A grade, the assignment must go beyond the minimum expected in terms of quality (e.g. insight, creativity, analysis, thoroughness, synthesis).**

**Without exception, plagiarized work results in an F and automatically revokes the opportunity to redo that assignment.**

**Assignments that are handed in past the due date cannot be redone. Late assignments will also be marked down.**

**All assignments will need to be submitted through Canvas Assignments.**

**Assignments that clearly do not follow directions are returned without review.**

**Final assignments cannot be redone due to time constraints.**

If you wish to discuss a grade, hand in a written explanation of your argument and arrange for a private meeting. Except for unusual circumstances, no appeal for an individual assignment or project will be considered more than two weeks after the grade has been posted.

#### **4.7. Absence from class**

Students are responsible for participating in class by completing the discussions and assignments during the week assigned. If students cannot participate in class they are required to notify the instructor ahead of time of their expected absence.

#### **4.8. Withdrawals and incompletes**

USU students are required to complete all courses for which they are registered by the end of the semester. In some cases, a student may be unable to complete all of the coursework because of extenuating circumstances, but not due to poor performance or to retain financial aid. The term 'extenuating' circumstances includes: (1) incapacitating illness which prevents a student from attending classes for a minimum period of two weeks, (2) a death in the immediate family, (3) financial responsibilities requiring a student to alter a work schedule to secure employment, (4) change in work schedule as required by an employer, or (5) other emergencies deemed appropriate by the instructor.

#### **4.9. Grievance process**

Students who feel they have been unfairly treated [in matters other than (i) discipline or (ii) admission, residency, employment, traffic, and parking - which are addressed by procedures separate and independent from the Student Code] may file a grievance through the channels and procedures described in Article VII in the Student Code:

<http://www.usu.edu/student-services/student-code/article7.cfm>

(<http://www.usu.edu/student-services/student-code/article7.cfm>).

#### **5. Course Schedule**

Note: *the course schedule is subject to change, that is, it is a plan rather than a contract.* You will be notified in Canvas about any changes to the schedule or existing content.

The course schedule is incorporated into the Modules page

(<https://usu.instructure.com/courses/802514/modules>) where you can find our weekly topics and what assignments are due.

(<https://usu.instructure.com/courses/802514/files/98012747/download?verifier=4TmRqMQ2lvpJqWhnnTraEJBdwTJ18RbXJDfcGDQq&wrap=1>)