



Request for Proposal: Research Education Program Developer

Canadian Association of Research Libraries

Ottawa, Ontario

Request for Proposal: Research Education Program Developer

The **Canadian Association of Research Libraries / Association des bibliothèques de recherche du Canada** ("the Association") is seeking the services of a program developer for a series of courses in which professional academic libraries can develop a range of research competencies.

Introduction

The Canadian Association of Research Libraries (CARL) Building Capacity Subcommittee has prioritized the development of a series of professional development courses which focus on research methods for academic librarians. These courses are based on the 'Product Brief', Research Competencies for CARL Librarians (http://www.carl-abrc.ca/resources/reports_and_briefs/pdf/carl_lewg_product_brief-en.pdf).

Request for Proposal

This is a request for proposal (RFP) and not an invitation to tender. The reader is hereby advised that the Association reserves the right to:

- Accept a proposal without negotiation; or
- Negotiate changes to the technical or financial content of the successful proposal.

The Association reserves the right to cancel or reissue this RFP at any time.

The reader of this RFP is also advised that the information contained in this document and appendices is proprietary to the Association and may not be divulged to any third party. The Association contact for the purposes of response to this request for proposal is:

Brent Roe
Room 239, Morisset Library
University of Ottawa
65 University Street
Ottawa ON K1N 9A5
Phone: **613.562.5385**
Fax: **613.562.5297**
Email: carladm@uottawa.ca

Scope of Services Required from Developer

The proposed suite of research methods courses is intended to serve the needs of academic librarians currently working in research libraries, and whose jobs involve conducting research, or who have an interest in conducting research. The main purpose of the courses is to develop or strengthen participants' abilities to apply concepts and skills learned to their own or their institutions' research projects. The following considerations will help to meet these objectives:

- Method of course delivery is assumed to be web-based or through another method of distance education
- Students' course projects should be anchored to real-workplace issues or research questions wherever possible; e.g., before class starts, ask that students bring a research question from their current workplace or position
- Hands-on / practical training with software should be part of the coursework (e.g., SPSS, Atlas.ti)

- Assignments should model the concrete steps of the research process (e.g., for research methods, etc.)
- The contents list below does not assume that each area should be its own separate course or module within a course; some subjects, such as evidence-based librarianship, may be defined at the beginning of the course suite, and then referred to throughout the course, for example.
- The proposed contents below are not listed in any suggested order for presentation
- Similarly, the respondent may prioritize certain areas, such as focusing more intensively on a smaller number of research methods, for example
- The respondent may consider other curricula that currently exist in online delivery by other MLIS programs or professional development groups, and whether this content could be “purchased” and modified for the purposes of the CARL library needs

Suggested Content for Research Professional Development Curriculum:

- Setting a research program
- Methods of determining your research interests
- Self assessment of current competencies and competencies you need to develop
- Overview of research within the LIS field
 - previous research
 - noted gaps in LIS research
 - research culture
 - theory in research
 - roles of stakeholders in supporting research (individuals, associations, employers)
- Formulating research question
- Basic vs. applied research
- Sources of research questions and objectives: e.g., CARL’s “Librarians as Researchers and Writers: Research Priorities for Canada’s Research Libraries”, institutional mandate or strategic plan, individual job area or position, individual interest, etc.
- Library assessment and evidence-based librarianship
- Research design
- Grant applications and funding sources
- Ethics review
- Quantitative and qualitative methods, for example:

- o Analysis - o Audit - o Autobiography / Biography - o Bibliographic - o Bibliometric - o Case Study - o Cohort Design - o Comparative Study - o Content Analysis - o Critical Incident - o Data Mining - o Delphi Method - o Descriptive Survey - o Discourse Analysis	- o Experimental and quasiexperimental - o Focus Group - o Gap Analysis - o History - o Life Histories - o Meta-analysis - o Modeling - o Narrative Review - o Participant Observation - o Program Evaluation - o Randomized Controlled Trial - o Summing Up - o Systematic Reviews - o Textual Analysis
--	---

- o Unobtrusive Observations

Information Required of a Respondent to this Request for Proposal

The Association requires the following information from the individuals or firms responding to this RFP:

- Brief biography for principal;
- Description of services that will be provided;
- Short history of firm (if applicable);
- List of clients for which the facilitator has done similar work.
- Demonstrated knowledge of pedagogical principles in an online learning environment

Services and Costs:

Detailed explanation of the services the developer is proposing to provide to the Association together with a breakdown of charges for such services. The developer(s) should provide these services and costs broken down into two separate groupings:

- a) the services and costs implied in the proposed structure, including details on program delivery
- b) the services and costs implied in the delivery of the program courses

Note that the developer(s) may be the provider of both services, or only one. The developer may also provide service and cost breakdowns for one of the groupings, leaving the Association to find an alternate provider for the other.

Timeline

Proposals must be received by July 31, 2010. The Subcommittee or its designate will evaluate proposals, interview the finalists, and notify the successful applicant by October 1, 2010

Contract Administration

The Canadian Association of Research is the fiscal agent for the Research Competencies Course Suite.