

Profession Development Seminar

Course Syllabus for BIOL 3192 – CRN 33216 – Summer 2020

INSTRUCTOR

Dr. Kelly S Ramirez

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MEETING TIMES

Jun 08, 2020 - Jul 02, 2020

Tuesday & Thursday 10:00-10:50am

LOCATION

Online – connect with this link →

<https://us.bbcollab.com/guest/b7f245e5769d44a3b8a4e77b60b9806f>

Or if you are having internet issues, you can call in →

+1-571-392-7650 PIN: 562 979 9924

OFFICE HOURS

Tuesday from 1:00-2:30 or by appointment

TEXTBOOK

None required, resources will be shared over the semester

GOALS

To acquire skills to prepare yourself for a career following receipt of your degree in biological sciences. The class will focus on honing communication skills, writing your resume, applying and interviewing for jobs and graduate school, and exploring career opportunities.

DROP DATE

The UTEP Summer 2020 drop/withdrawl deadline is June 26, 2020. The College of Science will remain aligned with the University and does not approve any drop requests after that date.

ASSIGNMENTS

1. IMPOSTURE SYNDROME

Read the article 'Importance of stupidity in scientific research.' Write 200-250 reflection on when you have experienced impostor syndrome and how it affected you in making 'career' decisions. How can you address this in the future?

2. RESUME BUILDING

Following Nick Zweig's presentation, we will spend one class on resume peer-review. Come prepared with your complete resume – 1 PAGE MAXIMUM. I will also provide feedback on your draft. You will turn in a final revised version using the feedback you receive. For the final assignment you'll turn in: (1) original resume; (2) notes on the feedback you received; (3) a short description of what you improved; (4) final resume. Final resume and materials will also be graded as *satisfactory* or *unsatisfactory (S/U)*.

3. COVER LETTER – WRITING

Whether you plan to apply to a job immediately after graduate or apply to graduate school/medical school. The content and quality of your cover letter will be critical to your success. Following guidelines from Nick Zweig's presentation write the first paragraph of your cover letter. You will review with 1 other student and turn into me for a S/U grade.

4. ONLINE PRACTICE TESTS

MCAT, GRE, or other Test – you must pick one and turn in screen shot of results.

5. PERSONAL FINANCE

Write out 200-250 word financial plan

6. CAREER PATH VIDEOS

- Careers in biomedical research; Write a 100-150 word reflection detailing how your strengths, skills, interests, and values might or might not serve you well in a career in the private sector of biomedical research.
- Careers in Ecology & Evolutionary Biology; Write a 100-150 word reflection detailing how your strengths, skills, interests, and values might or might not serve you well in a career in academic research.
- Careers with the Federal Government; Write a 100-150 word reflection detailing how your strengths, skills, interests, and values might or might not serve you well in a career in the federal government.
- Careers in the Medical Profession; Write a 100-150 word reflection detailing how your strengths, skills, interests, and values might or might not serve you well in a career in the medical professions.

PRESENTATIONS

In 2-3 minutes, you will give a short talk (long-form "elevator pitch") about who you are and your career goals. This should be made specific for whatever job/further education you are interested in. For example, if you want to go to graduate school – talk about this, why you want to go to grad school, what makes you prepared, what makes you an outstanding candidate. Your classmates will then ask questions. Each presentation should take 5 mins total (with questions).

- <https://www.asbmb.org/career-resources/webinars/science-in-a-flash-how-to-give-a-successful-flash>
- <http://sfp.ucdavis.edu/files/163926.pdf>

GRADING

Participation

Attendance will be taken every class using REEF iclicker. Register using our course number. The focus of this class is you and your career path. Therefore, your first 2 absences will be excused for any reason and you do not need to provide documentation. Out of the 15 times class meets, if you attend 13 you will automatically receive at least a C in the class. For 9-12 classes, a D; and less than 9 is an automatic F regardless of other work turned in.

Assignments

Grades will be either satisfactory or unsatisfactory. To receive satisfactory, you must turn in the assignment ON TIME. Grades of *satisfactory* on ALL 6 assignments will be necessary to receive an A. Missing 2 assignments will result in a B, missing 3 a C and missing 4 an F.

Presentation

Grades will be either satisfactory or unsatisfactory. *To receive satisfactory, you must give a presentation AND give feedback on at least 3 other presentations.*

TENTATIVE SCHEDULE

DATE	Activity	Assignments
June 9	Introductions, class goals, syllabus Mentorship, Networking & Science Communication	
June 11	Resume & cover letter: Nick Zweig	DUE – Imposture Syndrome
June 16	Dr. Gail Arnold – Medical Professions Institute	Turn in 1st draft of resume cover letter. Swap resume and cover letter with classmates for feedback.
June 18	Graduate School & GRFPs	DUE – Feedback of resume and cover letter DUE – Proof of practice test
June 23	Interviews: Nick Zweig	DUE: Final resume and cover letter
June 25	LSAMP presenter Ariana Arciero	
June 29	Presentations <i>In class: Give feedback to each presenter using review form.</i>	DUE – Personal finance Plan
July 30	Presentations <i>In class: Give feedback to each presenter using review form.</i>	
June 1	Presentations <i>In class: Give feedback to each presenter using review form.</i>	
July 2	Presentations & Conclusion <i>In class: Give feedback to each presenter using review form.</i>	NO FINAL DUE: All Video Write-Up due by July 2nd.

Academic dishonesty

Academic Dishonesty will not be tolerated. It includes, but is not limited to, cheating, plagiarism, collusion, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts. If you have any questions regarding the university policy on scholastic dishonesty, please contact the Dean of Students.

Code of Conduct

Be considerate, respectful, and collaborative. Communicate openly with respect for others, critiquing ideas rather than individuals. Avoid personal attacks directed toward other students. Be mindful of your surroundings and of your fellow participants.

Disability Statement

If you have a disability and need classroom accommodations, please contact The Center for Accommodations and Support Services (CASS) at 747-5148, or by email to cass@utep.edu, or visit their office located in UTEP Union East, Room 106. For additional information, please visit the CASS website at www.sa.utep.edu/cass.