

BIOL 3192 – Professional Development Seminar – CRN 14707 – Fall 2020

Meeting times: Wednesdays 1:30 PM - 2:20 PM, Online through Blackboard Collaborate.

Instructor: Dr. Sourav Roy, Office: Biological Sciences Research Building BRB 2.172; sroy1@utep.edu

Office hours: By appointment

Textbook: None required.

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

DROP DATE. The UTEP Fall 2020 drop deadline is Oct. 30, 2020. The College of Science will remain aligned with the University and not approve any drop requests after that date.

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.

Career Exploration Presentation: Prepare two (2) slides on – 1. What did you get from the course and 2. What do you plan to do from here. Paying particular attention to the material you will need to present on your slides. The duration of the presentation should be no more than two (2) minutes. I recommend practicing to get it within that window. I will grade the presentation as either *satisfactory* or *unsatisfactory*. Presentations will occur a few (~20) per day as shown on the schedule below.

Assignments: A personal inventory is due after the first class. Feedbacks are due after each class starting Sept 2nd through Oct 28th. After Mr. Nick Zweig's presentation, work on your résumé and then submit it on blackboard by the due date. I will grade as *satisfactory* or *unsatisfactory*. For the final assignment you'll turn in the draft reference letter. I will grade the letter as either *satisfactory* or *unsatisfactory*.

Grading:

Participation: Attendance will be taken. The first two absences will be excused for any reason. No documentation should be provided and will not be evaluated if provided (with the exception of special cases defined in UTEP's curriculum and classroom policies: <http://catalog.utep.edu/undergrad/academic-regulations/curriculum-and-classroom-policies/>). The class meets 15 times. If you attend at least 13 class periods, you will automatically receive at least a C in the class. 9-12 for a D, less than 9 is an automatic F regardless of other work turned in. Grades of *satisfactory* on the Career Exploration Presentation and Reference letter will raise your grade by one letter grade. Similarly grades of *satisfactory* on the Personal Inventory and Résumé assignments will raise your grade by one letter grade.

TENTATIVE SCHEDULE

Date	Activity	Assignments
Aug. 26	<i>Dr. Roy</i> - Introductions, expectations, syllabus	<i>Personal Inventory</i>
Sept. 2	<i>Dr. Roy</i> - Opportunities in Genomics & Bioinformatics	Feedback
Sept. 9	<i>Mr. Zweig</i> - Crafting an Effective Résumé	Résumé
Sept. 16	<i>Dr. Arnold</i> - Smart and Steady: Strategies for students looking to become medical professionals	Feedback
Sept. 23	<i>Dr. Al-Hilal</i> - Opportunities in Pharmaceutical Sciences	Feedback
Sept. 30	<i>Ms. Arciero</i> - The UT system LSAMP: A vehicle for undergraduate Research	Feedback
Oct. 7	<i>Dr. Basu</i> - Teaching Biological Sciences	Feedback
Oct. 14	<i>Dr. Bajpeyi</i> - Opportunities in Health Sciences	Feedback
Oct. 21	<i>Mr. Zweig</i> - Mastering an interview	Feedback
Oct. 28	<i>Dr. Francia</i> - Opportunities in Cancer research	Feedback
Nov. 4	<i>Dr. Roy</i> - Career Options	Presentations
Nov. 11	<i>Dr. Roy</i> - Career Options	Presentations
Nov. 18	<i>Dr. Roy</i> - Career Options	Presentations
Nov. 25	<i>Dr. Roy</i> - Career Options	Presentations
Dec. 2	<i>Dr. Roy</i> - Ghost writing your own reference letters	Reference letter