

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

Meeting times: Wednesdays 1:30 PM - 2:20 PM, Geology Building 123, Blackboard Collaborate Course Room

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. 29, 2021. 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 at least 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 three (3) minutes. I recommend practicing getting it within that window. I will grade the presentation as either *satisfactory* or *unsatisfactory*. Presentations will occur a few (~15) 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 1st through Oct 27th. After Mr. Nick Zweig's presentation, work on your résumé and then submit it on blackboard by the due date (12 noon, the following Wednesday). 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:

Career Exploration Presentation (30%)

Reference letter (20%)

Personal Inventory (10%)

Résumé assignment (20%)

Feedbacks (20%)

COURSE POLICIES

POLICY ON CELL PHONES: Do NOT have them on or out in class....this includes texting! Cell phones can be confiscated for the class period if used in lab.

POLICY ON ALL OTHER ELECTRONIC DEVICES: You cannot surf the internet, watch movies, listen to music, etc. in lab. You will be asked to leave if this happens.

POLICY ON CAMPUS CARRY: Persons holding a Concealed Handgun License can lawfully carry their handgun into a UTEP classroom as long as the gun remains concealed. Open carry remains prohibited on campus. In other words, none of us should see (or be able to tell that there is) a gun at UTEP. [Call the University Police at 747-5611 or dial 911 if you see any individual on campus with a handgun or other type of weapon.](#) For more information on campus carry, see [<http://sa.utep.edu/campuscarry/>]; for more information on overall campus safety, see [<http://admin.utep.edu/emergency>].

POLICY ON MAKE-UP QUIZZES AND EXAMINATIONS: NO make-up quizzes or exams will be given for reasons other than illness (doctor's note required) or when a student is on official University business (documentation required). Make-ups must be scheduled within a week of when the quiz or test was given.

POLICY ON ACADEMIC INTEGRITY: Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person's as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act.

Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated.

While you will be working in lab teams, the work you submit for assessment must be evaluated on its own merit. Therefore, team members' reports and work should reflect the individual's thoughts. Do NOT turn in 3 near-duplicate reports with different names or everyone involved will be sent to the Dean of Students for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions. Yes, we have had to deal with this problem in the past and we are not lenient. You can calculate the consequences. All university guidelines will be strictly followed. Please read these guidelines carefully. The guidelines can be found online at:

<http://admin.utep.edu/Default.aspx?PageContentID=2084&tabid=30292>

POLICY ON DISRUPTIVE BEHAVIOR: Any student who disrupts the class will be asked to leave and will be referred to the Dean of Students.

DISABILITY STATEMENT: If a student has or suspects he/she has a disability and needs an accommodation, he/she should contact the Center for Accommodation and Support Services (CASS) at 747-5148 or at cass@utep.edu or go to Room 106 Union East Building. The student is responsible for presenting to the instructor any CASS accommodation letters and instructions.

MILITARY STATEMENT: If you are a military student with the potential of being called into military service and/or training during the course of the semester you are encouraged to contact the instructor regarding these matters. You must let us know during the first week of the summer.

COVID-19 PRECAUTION STATEMENT

Please stay home if you have been diagnosed with COVID-19 or are experiencing COVID-19 symptoms. If you are feeling unwell, please let me know as soon as possible, so that we can work on appropriate accommodations. If you have tested positive for COVID-19, you are encouraged to report your results to covidaction@utep.edu, so that the Dean of Students Office can provide you with support and help with communication with your professors. The Student Health Center is equipped to provide COVID-19 testing.

The Center for Disease Control and Prevention recommends that people in areas of substantial or high COVID-19 transmission wear face masks when indoors in groups of people. The best way that Miners can take care of Miners is to get the vaccine. If you still need the vaccine, it is widely available in the El Paso area, and will be available at no charge on campus during the first week of classes. For more information about the current rates, testing, and vaccinations, please visit epstrong.org.

TENTATIVE SCHEDULE

Date	Activity	Assignments
Aug. 25	<i>Dr. Roy</i> - Introductions, expectations, syllabus	<i>Personal Inventory</i>
Sept. 1	<i>Dr. Roy</i> - Opportunities in Genomics & Bioinformatics	Feedback
Sept. 8	<i>Mr. Zweig</i> - Crafting an Effective Résumé	Résumé
Sept. 15	<i>Dr. Arnold</i> - Smart and Steady: Strategies for students looking to become medical professionals	Feedback
Sept. 22	<i>Dr. Al-Hilal</i> - Opportunities in Pharmaceutical Sciences	Feedback
Sept. 29	Dr. Kulkarni – Opportunities in Biological Sciences (Graduate Studies)	Feedback
Oct. 6	<i>Dr. Basu</i> - Teaching Biological Sciences (Online)	Feedback
Oct. 13	<i>Ms. Arciero</i> - The UT system LSAMP: A vehicle for undergraduate Research	Feedback
Oct. 20	<i>Mr. Zweig</i> - Mastering an interview	Feedback
Oct. 27	<i>Dr. Francia</i> - Opportunities in Cancer research	Feedback
Nov. 3	<i>Dr. Roy</i> - Ghost writing your own reference letters	Reference letter
Nov. 10	<i>Dr. Roy</i> - Career Options	Presentations
Nov. 17	<i>Dr. Roy</i> - Career Options	Presentations
Nov. 24	<i>Dr. Roy</i> - Career Options	Presentations
Dec. 1	<i>Dr. Roy</i> - Career Options	Presentations

