Cover Sheet: Request 12308

FOS 3XXX Life After Graduation

Info

Process	Course|New|Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Charles Sims csims@ufl.edu
Created	2/15/2018 12:26:49 PM
Updated	9/9/2019 9:22:12 AM
Description of request	New undergraduate course intended for all food science majors, especially those preparing to graduate within the academic year.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival	This has been a course well-received! We are asking for a permanent number.	2/15/2018
No document changes					
College	Approved	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Edits requested by the CALS CC have been addressed.	5/7/2018
No document changes					
University Curriculum Committee	Commented	PV - University Curriculum Committee (UCC)	Andrew Figueroa	Added to September agenda.	8/29/2018
No document changes					

Step	Status	Group	User	Comment	Updated
University Curriculum Committee	Recycled	PV - University Curriculum Committee (UCC)	Tobin Shorey	Recycled based upon committee feedback: • Is this going to be a required course? Is a request for curriculum change following this at a future meeting? • Course description. The opening needs to be rephrased. Suggestion (in line with UCC recommendation): 'Provides an overview of what opportunities are available for food science students after graduation, and tips and advice on how to be successful after graduation. Intended for all food science majors, especially those preparing to graduate within the academic year.' • For course outcomes, it is preferable to start bullet points with verbs that are measurable. • Grading Scheme: Students may pass the class by simply attending. Attendance is 80%. The two parts (resume and interview projects) constitute 20% only. To pass, a student needs to earn 70%. In other words, if a student attends all classes and does no work, s/he can pass the class.	9/19/2018
No document changes					
College	Recycled	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Based on UCC requests course will need major revisions which will need to be reevaluated by the CALS CC.	9/21/2018
No document changes					
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival	NA	9/21/2018
No document changes					
College	Recycled	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Department approved before corrections were made and therefore it is recycled again.	9/21/2018
No document changes					
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival	NA	9/21/2018
No document changes					

Step	Status	Group	User	Comment	Updated
College	Recycled	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Department approved before corrections were made.	9/21/2018
No document changes					
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival		1/9/2019
No document changes					
College	Recycled	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	This course has been recycled by the CALS CC on 2/15/19. Needed corrections have been sent to the submitter.	3/1/2019
No document changes					
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival		3/1/2019
No document changes					
College	Recycled	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Approved by Dept. before corrections were made.	3/1/2019
No document changes					
Department	Approved	CALS - Food Science and Human Nutrition 514915000	Susan Percival		3/28/2019
No document changes					
College	Approved	CALS - College of Agricultural and Life Sciences	Joel H Brendemuhl	Edits requested by the CALS CC have been addressed as well as early comments from the UCC.	7/30/2019
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			7/30/2019
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 12308

Info

Request: FOS 3XXX Life After Graduation
Description of request: New undergraduate course intended for all food science majors, especially those preparing to graduate within the academic year.
Submitter: Charles Sims csims@ufl.edu
Created: 9/9/2019 9:26:33 AM
Form version: 8

Responses

Recommended Prefix FOS
Course Level 3
Number xxx
Category of Instruction Intermediate
Lab Code None
Course Title Life After Graduation
Transcript Title Life After Graduation
Degree Type Baccalaureate

Delivery Method(s) On-Campus
Co-Listing No
Co-Listing Explanation None
Effective Term Earliest Available
Effective Year Earliest Available
Rotating Topic? No
Repeatable Credit? No

Amount of Credit 1

S/U Only? Yes
Contact Type Regularly Scheduled
Weekly Contact Hours 1
Course Description Provides an overview of what opportunities are available for food science students after graduation, and tips and advice on how to be successful after graduation. Intended for all food science majors, especially those preparing to graduate within the academic year..
Prerequisites junior or senior standing
Co-requisites None
Rationale and Placement in Curriculum The food science faculty identified a real need to better prepare our students for the opportunities and challenges after they graduate, and this course was developed to do so. This course was taught twice as a special topics and was very well received by the students. The course was slightly revised each year based on feedback from the students. We are now requesting formal approval of this course as a new course that will become mandatory in the future for the food science major.
Course Objectives •   Describe and assess the opportunities for graduate education.

•   Prepare and complete a mock job interview.

•   Integrate expert advice and class exercises to create a professional resume.

•   Summarize information and gain competence in the search and application process for jobs.

•   Facilitate professional development through organizations, internships, and international experience.

Course Textbook(s) and/or Other Assigned Reading None

Weekly Schedule of Topics Course overview
Life after graduation/Who are you, and what are your options?
Graduate school opportunities
Graduate school application process
Graduate Student Roundtable
Jobs/careers (academia and government)
Jobs/careers (alumni from food industry)
Careers in food science – the big picture
Interviewing strategies and complete a mock interview
Resumes and cover letters
Internships, undergraduate research opportunities
International opportunities and study abroad
Professional practices and professional organizations

Links and Policies Grades and Grade Points
For information on current UF policies for assigning grade points, see
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Attendance and Make-Up Work
Requirements for class attendance and make-up exams, assignments and other work are consistent
with university policies that can be found at:
https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

Online Course Evaluation Process
Student assessment of instruction is an important part of efforts to improve teaching and learning. At
the end of the semester, students are expected to provide feedback on the quality of instruction in this
course using a standard set of university and college criteria. These evaluations are conducted online
at https://evaluations.ufl.edu. Evaluations are typically open for students to complete during the last
two or three weeks of the semester; students will be notified of the specific times when they are open.
Summary results of these assessments are available to students at https://evaluations.ufl.edu/results.

Academic Honesty
As a student at the University of Florida, you have committed yourself to uphold the Honor Code,
which includes the following pledge: "We, the members of the University of Florida community, pledge
to hold ourselves and our peers to the highest standards of honesty and integrity." You are expected
to exhibit behavior consistent with this commitment to the UF academic community, and on all work
submitted for credit at the University of Florida, the following pledge is either required or implied: "On
my honor, I have neither given nor received unauthorized aid in doing this assignment."

It is assumed that you will complete all work independently in each course unless the instructor
provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes,
exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any
condition that facilitates academic misconduct to appropriate personnel. It is your individual
responsibility to know and comply with all university policies and procedures regarding academic
integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not
be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary
action. For more information regarding the Student Honor Code, please see:
http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code.

Software Use:
All faculty, staff and students of the university are required and expected to obey the laws and legal
agreements governing software use. Failure to do so can lead to monetary damages and/or criminal
penalties for the individual violator. Because such violations are also against university policies and
rules, disciplinary action will be taken as appropriate.

Services for Students with Disabilities
The Disability Resource Center coordinates the needed accommodations of students with disabilities.
This includes registering disabilities, recommending academic accommodations within the classroom,
accessing special adaptive computer equipment, providing interpretation services and mediating
faculty-student disability related issues. Students requesting classroom accommodation must first
register with the Dean of Students Office. The Dean of Students Office will provide documentation to
the student who must then provide this documentation to the Instructor when requesting

accommodation

0001 Reid Hall, 352-392-8565, www.dso.ufl.edu/drc/

Campus Helping Resources
Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

•   University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, www.counseling.ufl.edu/cwc/
Counseling Services
Groups and Workshops
Outreach and Consultation
Self-Help Library
Wellness Coaching

•   U Matter We Care, www.umatter.ufl.edu/

•   Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/

Grading Scheme This course will be graded on an Satisfactory (>70%)/Unsatisfactory (<70%) basis out of a total of 100 points. Points will be awarded from assignments and attendance as follows:

Assignment on graduate education opportunities = 10 points
Assignment on graduate applications = 10 points
Assignment on job opportunities = 10 points
Resume project = 30 points
Interview project = 30 points
Assignment on options for future plans = 10 points
Total points = 100

Instructor(s) Charles Sims
Renee Goodrich-Schneider
Keith Schneider
Guest Lecturers

FOS 4936
Life after Graduation
1 Credit, Fall 2018

Course Instructors
Charles Sims, Ph.D.
Food Science and Human Nutrition Department
Building 120, room 130
Email: csims@ufl.edu
Office phone: 352-294-3592
Office Hours: Wednesday and Thursday 1:00-3:00 pm or by appointment

Renee Goodrich-Schneider, Ph.D.
Food Science and Human Nutrition Department
FSHN Building, room 329a
Email: Goodrich@ufl.edu
Office phone: 352-294-3726
Office Hours: Wednesday and Thursday 1:00-3:00 pm

Keith Schneider, Ph.D.
Food Science and Human Nutrition Department
Aquatic Food Products Lab, room 216
Email: keiths29@ufl.edu
Office phone: 352-294-3910
Office Hours: Tuesday and Thursday 9:00-11:00 am

Course Hours
Monday, period 5 (11:45am)

Course Description
Provides an overview of what opportunities are available for food science students after graduation, and tips and advice on how to be successful after graduation. Intended for all food science majors, especially those preparing to graduate within the academic year.

Textbooks
No textbook is required. You may be given handouts in class by various lecturers.

Class Rules
Attendance, attention and full participation are expected. Other rules for the class are simple and essentially involve common sense and courtesy towards your colleagues and the instructor: no eating or drinking in the classroom; no side conversations; keep cell phones and other communication devices muted and stored away; if you are late, take your seat quietly and unobtrusively. You are welcome to bring laptops to class for note taking.

Grading

This course will be graded on an Satisfactory (>70%)/Unsatisfactory (<70%) basis out of a total of 100 points. Points will be awarded from assignments and attendance as follows:

Assignment on graduate education opportunities = 10 points
--You will be required to submit a one-page summary on how to apply to graduate school based on the content and discussion covered in those lectures.

Assignment on graduate applications = 10 points
--You will be required to turn in an actual graduate application to a school of your choice (whether you actually plan to apply or not). Grades will be based on completeness and professionalism.

Assignment on job opportunities = 10 points
--You will be required to submit a one-page summary on job opportunities and keys to obtaining a job. You are encouraged to include discussion and suggestions from guest speakers and returning alumni.

Resume project = 30 points
--You will be required to submit a one-page professional resume using the format and suggestions from the UF Career Resource Center and guest speakers. Grades will be based on adherence to required elements and professionalism.

Interview project = 30 points
--You will be required to conduct a mock interview at the UF Career Resource Center. You will receive feedback and suggestions from the Career Resource Center, which you should use to improve interviewing skill.

Assignment on options for future plans = 10 points
--You will be required to submit a one-page plan on your post-graduation plans and resources you will utilize in the future. A timeline stating goals and possible accomplishments should be included.

Total points = 100

General Policy on Writing

All writing for this course should be clear and concise (including emails to instructors and particularly, any sort of summary assessment we ask you to write). Employers and graduate/professional programs seek graduates who can communicate effectively through standard scientific and business writing. Please familiarize yourself with a major journal in your discipline and follow its citation style throughout the course.

<u>Learning Outcomes</u>

- Describe and assess the opportunities for graduate education.

- Prepare and complete a mock job interview.

- Integrate expert advice and class exercises to create a professional resume.

- Summarize information and gain competence in the search and application process for jobs.

- Facilitate professional development through organizations, internships, and international experience.

Course Outline

Course overview

Life after graduation/Who are you, and what are your options?

Graduate school opportunities

Graduate school application process

Graduate Student Roundtable

Jobs/careers (academia and government)

Jobs/careers (alumni from food industry)

Careers in food science – the big picture

Interviewing strategies and complete a mock interview

Resumes and cover letters

Internships, undergraduate research opportunities

International opportunities and study abroad

Professional practices and professional organizations

Information for All Students

Grades and Grade Points
For information on current UF policies for assigning grade points, see
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx
A statement related to class attendance and options for making up exams and other work.
A standard statement is provided below.

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• U Matter We Care, www.umatter.ufl.edu/.

• Career Connections Center, First Floor JWRU, 392-1601, https://career.ufl.edu/.

Student Complaints
• Residential Course: https://sccr.dso.ufl.edu/policies/student-honor-code-studentconduct-code/.
• Online Course: http://www.distance.ufl.edu/student-complaint-process.