

Cover Sheet: Request 10627

Professional Development in Microbiology and Cell Science - new course approval

Info

Process	Course New Ugrad/Pro
Status	Pending
Submitter	Oli,Monika moli@ufl.edu
Created	12/14/2015 3:49:09 PM
Updated	4/15/2016 10:59:44 AM
Description	This course is designed to aid students in making career decisions and organizing their supporting academic credentials. We emphasize the wide variety of career opportunities and professional development tools applicable to careers in professional schools, academia, industry and alternative professions.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CALS - Microbiology and Cell Science 514910000	Triplett, Eric		12/15/2015
Deleted submitted careers syllabus 3xxx.docx					12/14/2015
College	Approved	CALS - College of Agricultural and Life Sciences	Brendemuhl, Joel H	Revisions requested by the CALS CC have been addressed.	3/4/2016
Deleted submitted careers syllabus 3xxx revised 1-22.docx					1/22/2016
Deleted submitted careers syllabus 3xxx revised 1-22.docx					1/22/2016
Deleted MCB UF UCC.pdf					1/22/2016
Replaced submitted careers syllabus 3xxx revised 1-28.docx					1/28/2016
Replaced submitted careers syllabus 3xxx revised 1-28.docx					2/25/2016
Deleted Professional development in Microbiology and Cell Science 2-25-16.pdf					2/25/2016
University Curriculum Committee	Comment	PV - University Curriculum Committee (UCC)	Case, Brandon	Added to the April agenda.	3/21/2016
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			3/21/2016
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					

Step	Status	Group	User	Comment	Updated
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 10627

Info

Request: Professional Development in Microbiology and Cell Science - new course approval

Submitter: Oli,Monika moli@ufl.edu

Created: 4/5/2016 1:08:47 PM

Form version: 10

Responses

Recommended PrefixMCB

Course Level 3

Number xxx

Lab Code None

Course TitleProfessional Development in Microbiology and Cell Science

Transcript TitleProfessional Develop

Effective Term Earliest Available

Effective YearEarliest Available

Rotating Topic?No

Amount of CreditVariable

If variable, # min 1

If variable, # max2

Repeatable Credit?No

S/U Only?No

Contact Type Regularly Scheduled

Degree TypeBaccalaureate

Weekly Contact Hours 1-2

Category of Instruction Intermediate

Delivery Method(s)On-Campus

Online

Course Description This course is designed to aid students in making career decisions and organizing their supporting academic credentials. We emphasize the wide variety of career opportunities and professional development tools applicable to careers in professional schools, academia, industry and alternative professions.

Prerequisites BSC 2011 or equivalent; CHM 2045 or equivalent;

Restrict to Ag majors + MCY majors

Co-requisites None

Rationale and Placement in Curriculum We don't have a professional/career development class in the department and this class is important for the students to prepare for their future. They learn about graduate school options, internships and job opportunities they have never heard of before. They get guidance on their professional school application and additionally the 2CR option of the class has a personal career mentoring aspect that allows individual coaching.

Course Objectives Student Learning Outcomes – After successful completion of this course, students will be able to:

1. Career diversity:
 - a.

Identify a variety of career sectors, and educational opportunities, within each sector.

- b. Compare and contrast different career paths, including academia, industry and government

2. Career preparation

- a. Understand the needs and expectations of local industry, professional school and

graduate school

b. Be able to name and define the expectations and skills needed for the different career sectors

c. Be prepared for interviews and improve applications

3. Career opportunities

a. Develop an application for an internship or position in your career sector of choice

b. Visualize alternative careers, interdisciplinary careers and develop a plan B for their future ambitions

Student Learning Outcomes – After successful completion of this course, students will be able to:

1. Career diversity:

a.

Identify a variety of career sectors, and educational opportunities, within each sector.

b. Compare and contrast different career paths, including academia, industry and government

2. Career preparation

a. Understand the needs and expectations of local industry, professional school and graduate school

b. Be able to name and define the expectations and skills needed for the different career sectors

c. Be prepared for interviews and improve applications

3. Career opportunities

a. Develop applications for an internship or position in your career sector of choice

b. Visualize alternative careers, interdisciplinary careers and develop a plan B for their future ambitions

Course Textbook(s) and/or Other Assigned Reading No textbook is required.

The course is a seminar style course with guest speakers from a variety of different backgrounds. Other supplemental reading material is distributed via Canvas.

Weekly Schedule of Topics Weekly Schedule (speakers vary from year to year)

Week 1 - Intro discussion, skills to succeed in the "real world"

Week 2 - Stephen Donaldson P&G, UK

Week 3 - Dr. Bette Loiselle Ecological microbiology, UF (former NSF)

<http://www.wec.ufl.edu/faculty/loiselle/>

Week 4 - Dr. de Crecy(overview of international and academic career paths)

<http://microcell.ufl.edu/personnel/faculty/decrecy.shtml>

Week 5 - Dr. Michelle Danyluk - (careers in Applied and Food microbiology, extension)

<http://fshn.ifas.ufl.edu/pages/danyluk.shtml>

Week 6 - Dr. Phil Geis (industry career path, spent 30 years at → P&G) global expertise and experience in diverse regulatory, manufacturing, product quality and consumer realities) http://www.pg.com/en_US/index.shtml

Week 7 - Ms Sarah Connolly: she is a graduate of MCB 2012 and our first alumnus of this careers class to come back and share her experience as CDC Public Health Associate;

<http://www.cdc.gov/phap/>; <http://www.linkedin.com/pub/sarah-connolly/14/44a/193>

Week 8 -Dr. Richard Devereux – EPA Research Scientist

<http://www.epa.gov/ged/research.html>

Week 9 - Dr. Richard Snyder; <http://www.cerhb.ufl.edu/education-center/contact-us/richard-snyder.aspx>; <http://www.mgm.ufl.edu/faculty/rsnyder.htm>;

<http://www.floridabiologix.ufl.com/>

Week 10 - Dr. Mike Farrell → CDC, Director of BRRAT (Bioterrorism Rapid Response and Advanced Technology) Laboratory

Week 11 - John Barton MED EFFECT Inc. <http://www.medeffect360.com>,

<http://www.youtube.com/medeffect>, <http://www.linkedin.com/in/medeffectjohn>

Week 12 - Stephen Hsu - MD/PhD

care/stephen-hsu/

Week 13 - Weaver Gaines - Biotechnology → Nanotherapeutics

<http://www.linkedin.com/pub/weaver-gaines/7/552/3b8>

Week 14 - Dr. Eric Brown – Director, Division of Microbiology at FDA

http://www.linkedin.com/company/fda?trk=ppro_cprof

<http://www.linkedin.com/pub/eric-brown/17/995/42>

Additional schedule for 2CR class:

Preparation of a career plan,

Preparing a professional quality CV,

Composing and submitting an application/cover letter, Understanding letters of recommendation

Exploring alternative career opportunities

Job searching

Mock interview

Field trip to the BDI incubator in Alachua

Grading Scheme For 1CR class

Quizzes (70%)

There will be regular weekly quizzes (multiple choice) based on lecture material.

Professional development activities (25%)

Attendance and class participation (5%)

Class attendance and participation in discussions (both online and in class) is required

For 2Cr class

Quizzes (25%)

There will be regular weekly quizzes (multiple choice) based on lecture material.

Professional development activities (25%)

Assignments (45%)

There will be regular weekly assignments that will normally be due Tuesday night prior to class. Homework will include preparation of a career plan, preparing a professional quality CV, composing and submitting an application/cover letter, understanding letters of recommendation, exploring alternative career opportunities, job searching, mock interview, as well as a 'field trip'.

Attendance and class participation (5%)

Class attendance and participation in discussions (both online and in class) is required

Instructor(s) Dr. Bryan Korithoski

MCB 3xxx Professional Development in Microbiology and Cell Science

(1 or 2 credits, Restrict to Ag majors + MCY majors)

Instructor Contact Information

Dr. Bryan Korithoski (bkorithoski@ufl.edu)

Office location: MCB room 1047, Museum Road

Office Hours: TBA

Meeting time

1 or 2 periods/week (1CR can be taken online). All required course materials will be available through the Canvas e-Learning site (<http://elearning.ufl.edu/>). Instructions for and submission of assignments will also be through Canvas.

Description

This course is designed to aid students in making career decisions and organizing their supporting academic credentials. We emphasize the wide variety of career opportunities and professional development tools applicable to careers in professional schools, academia, industry and alternative professions.

Course Objective

This course is designed to aid students in making career decisions and organizing their supporting academic credentials. The class is taught as both lecture/presentation and discussion/activities. We emphasize the wide variety of career opportunities and professional development tools applicable to careers in professional schools, academia, industry and alternative professions. Students receive personalized career development feedback from a variety of successful scientists. This class is well suited for all biological science majors (including but not limited to pre-professional students) looking to obtain internships, embark on post-graduate options. Students will gain insight into successful, often non-linear and unconventional career paths of our guest speakers.

Student Learning Outcomes – After successful completion of this course, students will be able to:

1. Career diversity:
 - a. Identify a variety of career sectors, and educational opportunities, within each sector.
 - b. Compare and contrast different career paths, including academia, industry and government
2. Career preparation
 - a. Understand the needs and expectations of local industry, professional school and graduate school
 - b. Be able to name and define the expectations and skills needed for the different career sectors

- c. Be prepared for interviews and improve applications
3. Career opportunities
- a. Develop an application for an internship or position in your career sector of choice
 - b. Visualize alternative careers, interdisciplinary careers and develop a plan B for their future ambitions

Course material and assignments

All required course materials will be available through the Canvas e-Learning site (<http://elearning.ufl.edu/>). Instructions for and submission of assignments will also be through Canvas.

Prerequisite: BSC 2011, CHM 2045 or equivalents, Restrict to Ag majors + MCY majors

Required Textbooks: N/A

Weekly Schedule (varies from year to year)

Week 1 - Intro discussion, skills to succeed in the “real world”

Week 2 - **Stephen Donaldson** P&G, UK

Week 3 - **Dr. Bette Loiselle** Ecological microbiology, UF (former NSF) <http://www.wec.ufl.edu/faculty/loiselle/>

Week 4 - **Dr. de Crecy**(overview of international and academic career paths) <http://microcell.ufl.edu/personnel/faculty/decrecy.shtml>

Week 5 - **Dr. Michelle Danyluk** - (careers in Applied and Food microbiology, extension) <http://fshn.ifas.ufl.edu/pages/danyluk.shtml>

Week 6 - **Dr. Phil Geis** (industry career path, spent 30 years at P&G) global expertise and experience in diverse regulatory, manufacturing, product quality and consumer realities) http://www.pg.com/en_US/index.shtml

Week 7 - **Ms Sarah Connolly**: she is a graduate of MCB 2012 and our first alumna of this careers class to come back and share her experience as CDC Public Health Associate; <http://www.cdc.gov/phap/>; <http://www.linkedin.com/pub/sarah-connolly/14/44a/193>

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Week 9 - **Dr. Richard Snyder**; <http://www.cerhb.ufl.edu/education-center/contact-us/richard-snyder.aspx>; <http://www.mgm.ufl.edu/faculty/rsnyder.htm>; <http://www.floridabiologix.ufl.com/>

Week 10 - **Dr. Mike Farrell** **CDC**, Director of BRRAT (Bioterrorism Rapid Response and Advanced Technology) Laboratory

Week 11 - **John Barton** MED EFFECT Inc. <http://www.medeffect360.com>, <http://www.youtube.com/medeffect>, <http://www.linkedin.com/in/medeffectjohn>

Week 12 - **Stephen Hsu** - MD/PhD <http://nephrology.medicine.ufl.edu/about-us/patient-care/stephen-hsu/>

Week 13 - **Weaver Gaines** - Biotechnology Nanotherapeutics <http://www.linkedin.com/pub/weaver-gaines/7/552/3b8>

Week 14 - **Dr. Eric Brown** – Director, Division of Microbiology at **FDA**

http://www.linkedin.com/company/fda?trk=ppro_cprof>
<http://www.linkedin.com/pub/eric-brown/17/995/42>

Additional exercises for the 1CR and 2CR classes

- CV submission and critique
- Personal SWOT analysis
- Plan A, Plan B
- Cover letter
- Recommendation letter
-

Additional exercises for the 2CR class only (in addition to second contact hour each week)

- Elevator speech
- Application package:
- Mock interviews
- Sid Martin Biotechnology Incubator field trip

Evaluation of learning:

	1CR class	2 CR class
Quizzes	70%	25%
Professional dev. activities	25%	25%
Assignments	0%	45%
Participation and discussions	5%	5%

Quizzes

There will be regular weekly quizzes (multiple choice) based on lecture material.

Assignments

There will be additional weekly assignments. Homework will include preparation of a career plan, preparing a professional quality CV, composing and submitting an application/cover letter, understanding letters of recommendation, exploring alternative career opportunities, job searching, mock interview, as well as a 'field trip'.

Class participation

Class participation in discussions (both online and in class) is required

Grading: S/U

The S-U grading system grades each student with a grade of S (Satisfactory) or U (Unsatisfactory). The grade becomes part of the student's record but does not count in the grade point average as computed by the University of Florida. S= C (2.0) or better). U = C- or worse

Grade Minimum %

A 92

A-	90
B+	87
B	82
B-	80
C+	77
C	72
C-	70
D+	67
D	62
D-	60
F	<60

More information on grades and grading policies is here:
<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Make-Up Policy

Late assignments will be penalized by deducting 25% of the possible points for each late day. Excused absences from exams and/or assignments follow the criteria of the UF Undergraduate Catalogue (e.g., illness, serious family emergency, military obligations, religious holidays) and must be communicated by a formal signed documentation to the instructor as soon as possible. An alternative deadline for exams and assignments will be arranged by the instructor. Requirements for 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>

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Campus Resources

Resources are available on campus for students having personal problems or lacking clear career and academic goals, which interfere with their academic performance. These resources include:

Health and Wellness

- U Matter, We Care: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.
- Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575;
- Sexual Assault Recovery Services (SARS) at the Student Health Care Center, 392-1161.
- For emergencies call: University Police Department, 392-1111 (or 9-1-1 for emergencies). <http://www.police.ufl.edu/>

Academic Resources

- E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.
- Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <http://www.crc.ufl.edu/>
- Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <http://teachingcenter.ufl.edu/>
- Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing

papers. <http://writing.ufl.edu/writing-studio/>

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

Class demeanor

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

Netiquette guide for online courses

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette. <http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

University Honesty Policy

UF students are bound by The Honor Pledge which states, "We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students 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." The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

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.

Microsoft Office 365 Software is free for UF students

<http://www.it.ufl.edu/gatorcloud/free-office-365-downloads/>

Other free software is available at:

<http://www.software.ufl.edu/>

To check for availability of the media and technical requirements, contact the UF Computing Help Desk at (352)392-HELP(4357).

University of Florida Complaints Policy and Student Complaint Process

The University of Florida and most instructors believe strongly in the ability of students to express concerns regarding their experiences at the University. Most problems, questions and concerns about courses can be resolved by professionally communicating with the instructor. Please try to meet your instructor in person, make an appointment to call, or try to set up a remote meeting through Skype or other media.

If this does not help the University encourages the students who wish to file a written complaint to submit that complaint directly to the department that manages that course. If a problem really persists and cannot be resolved by communicating with the instructor and the department, contact

- Residential Course: https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.
- Online Course: <http://www.distance.ufl.edu/student-complaint-process>.

This said, professionalism is a two-way-street. Unprofessional behavior includes among other things: lack of communication, blaming other people or external factors, lying, affecting others negatively in a group or in the class, not accepting criticism and not being proactive in solving problems or seeking help.

If a student is lacking professionalism repeatedly, the instructor has the rights to file formal complaint against the student as well.

External Consultation Results (departments with potential overlap or interest in proposed course, if any)

Department	Name and Title
_____	_____
Phone Number	E-mail
_____	_____
Comments	

Department	Name and Title
_____	_____
Phone Number	E-mail
_____	_____
Comments	

Department	Name and Title
_____	_____
Phone Number	E-mail
_____	_____
Comments	