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Seminar in Graduate Professional Development
ENY 6932 (1 credit, S/U) - 2020
Gainesville (section 1F06), REC (section 1F10)

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Meeting   Period 6, Tuesday (12:50-1:40)

Location   Zoom
https://ufl.zoom.us/j/93957618965?pwd=cW1LaGlxSWlhOGhBckxmYzlBOHZmQT09

Meeting ID: 939 5761 8965 Passcode: 076392

Facilitator   Dr. Heather McAuslane
Room 1028, Student Services office
hjmca@ufl.edu
352-273-3923

All classes will be held by Zoom at the stated time every Tuesday.

This course is designed to help you make new friends in the Entomology & Nematology department and to learn about resources and activities that will help you gain as much as possible out of your graduate program. As such, participation in this class is meant to be synchronous and I take attendance. Classes may be recorded but I will let everyone know before class starts if that is the case.

You can learn more about Zoom here - https://ufl.zoom.us/. Do not share the Zoom link or the passcode. Please be sure to mute your microphones when you are not wishing to speak.

This is an informal seminar, designed to help new graduate students make the transition from undergraduate to successful graduate student and young professional. Enrollment is not mandatory but is strongly recommended for all new students, especially M.S. students and international students. Many PhD students also indicate that the networking opportunities and overview of professional development are useful to them. The introduction to the Individual Development Plan (IDP), a requirement for all PhD students, is particularly useful. Current students are also welcome and encouraged to attend.

Objectives   By the end of the class, participants should:

1. Know how to access the resources available at the University of Florida to facilitate their success as a graduate student.
2. Demonstrate an understanding of professionalism and ethics in science.
3. Appreciate the value of outreach to the community and the discipline and the power of science communication.
4. Be able to advocate for their professional development through developing strong mentor-mentee relationships and an Individual Development Plan.
5. Demonstrate knowledge of careers in entomology and nematology and resources for career preparation.

Format   Readings will be available in the Canvas course web site (https://ufl.instructure.com/courses/398915). Discussion topics will be posted most weeks <u>and are a required component of the course</u>. I encourage you to participate fully in them, especially since we are all socially distanced in the COVID era and more isolated than usual and they are a way to start the process of peer networking. During the class, we will have guest speakers, panel discussions, case studies, and breakout discussions.

Topics (order subject to scheduling availability)		
Date	**Topic**	**Facilitator**
September 1	Developing your peer network and undergraduate to graduate transition	Heather McAuslane
September 8	Lessons learned: tips for thriving in graduate school	McAuslane and panel of postdocs, graduate students, new faculty
September 15	Service, science communication and outreach to the public	McAuslane, Rebecca Baldwin, and Outreach coordinator
September 22	Your mentor and you + supervising others	Christine Miller
September 29	Writing your literature review	UF Writing Studio
October 6	Library resources – literature databases, citation management, inter-library loans	Michelle Leonard and McAuslane
October 13	Scientific writing, plagiarism	Michelle Leonard
October 20	Ethics of authorship, publication and peer review	Michelle Leonard
October 27	Your individual development plan (IDP)	McAuslane
November 3	National Center for Faculty Development and Diversity - Every Semester Needs a Plan	McAuslane
November 10	Resilience and stress management	Ed Osborne
November 17	*ESA* - Building Connections and Professionalism	Career Connections Center – Sammie Herrara Walker
November 24	Speed networking with faculty	McAuslane
December 1	Career opportunities I – teaching/research in academia, USDA, Extension (state and county)	Panel of employed entomologists/nematologists
December 8	Career opportunities II – industry, consulting, regulatory, military	Panel of employed entomologists/nematologists

Grading

If a student chooses to take the course for credit, attendance will be taken via sign-in in the Zoom chart and the completion of discussion questions will be evaluated. A grade of S (satisfactory) or U (unsatisfactory) will be assigned based on attendance and completion of the associated discussion. S will be awarded for attending at least 12 sessions out of 15 (> 80%) (and completing the associated discussions based on those sessions). U will be awarded for attending 11 or fewer, unless missing a

session is due to one of the University-accepted reasons listed below.
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Zoom Recording

Our class sessions may be audio visually recorded for students in the class to refer back to and for enrolled students who are unable to attend live due to excused absence or sickness (or other UF-sanctioned reasons). Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As a reminder, the instructor can see all chat, even private chat between students. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

Policy Related to Class Attendance

Attendance is mandatory for students enrolled in the seminar for credit. Students may miss class for reasons of serious illness, family emergency, religious holiday or professional development (such as attending conferences). Please inform the instructor in advance of a planned absence.

Requirements for class attendance are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx.

Class Demeanor Expected by Instructor

Be considerate and respectful of fellow students, instructors, and guest speakers. Be attentive during the Zoom meetings and participate in activities and discussions as you feel comfortable. I would prefer that you keep the video on during the class, unless you expressly do not wish to be recorded, or have bandwidth issues that video exacerbates.

Online Course Evaluation Process

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at https://gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-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: https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-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.

Health and Wellness

- U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu , 352-392-1575, or visit U Matter, We Care website to refer or report a concern and a team member will reach out to the student in distress.

- Counseling and Wellness Center: Visit the Counseling and Wellness Center website or call 352-392-1575 for information on crisis services as well as non-crisis services.

- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit the Student Health Care Center website.

- University Police Department: Visit UF Police Department website or call 352-392-1111 (or 9-1-1 for emergencies).

- UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; Visit the UF Health Emergency Room and Trauma Center website.

Academic Resources

- E-learning technical support: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

- [Career Connections Center](#): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

- [Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources.

- [Teaching Center](#): Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

- [Writing Studio](#): 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

- Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)

- On-Line Students Complaints: [View the Distance Learning Student Complaint Process](#).

Services for Students with Disabilities

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester