



UNIVERSITY OF TEXAS AT ARLINGTON
EVSE 5100-001

*Science Technology Engineering and Mathematics (STEM) Professional
Development*

Selected Topics in Environmental Science and Engineering
Fall 2015

INSTRUCTOR(S): Dr. Ashanti Johnson

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SECTION INFORMATION: EVSE 5100-001

COURSE DATES: Aug 27, 2015-Dec 17, 2015

TIME AND PLACE OF CLASS MEETINGS: online, asynchronous

OFFICE HOURS: Available by email. Questions and concerns will be answered on Wednesdays 9:00am-11:00am (CST). Appointments may be scheduled at least two days ahead.

DESCRIPTION OF COURSE CONTENT

This course is organized as a series of professional development modules presented/moderated by UT Arlington faculty and staff. The course is focused on building and supporting fundamental academic and professional skills. Topics will include developing professional identity, strategic planning for success in graduate studies, time management, introduction to university teaching, finding and working effectively with mentors and colleagues, participating in professional societies, networking and making effective oral and poster presentations.

STUDENT LEARNING OUTCOMES

After completing this course students will be better prepared to fully engage and succeed in their local and international academic and research communities.

REQUIRED TEXTBOOKS AND OTHER COURSE MATERIALS

There is not a required textbook for this course. Reading material will be provided as needed. It is expected that handouts and web-based assignments be read before each class session. Assistance with class assignments should be sought during

office hours as needed. Sharing of notes and/or lecture recordings for later review is encouraged.

OTHER REQUIREMENTS

Course Prerequisites: This course is reserved for students enrolled in doctoral STEM programs and requires instructor's approval.

GRADING:

Assignments	10 %
Participation	65 %
Proposal	25 %

A	100 – 90 %	4.0
B	80 – 89 %	3.0
C	79 – 70 %	2.0
D	69 – 60 %	1.0
F	Less than 60 %	0.0

Students are expected to keep track of their performance throughout the semester and seek guidance from available sources (including the instructor) if their performance drops below satisfactory levels. ***All homework assignments are due by 11:59pm (CST) on the dates specified. Late submission is penalized at a rate of 10% credit per day. This will be enforced.***

GRADE GRIEVANCES

Any appeal of a grade in this course must follow the procedures and deadlines for grade-related grievances as published in the current undergraduate catalog.

DESCRIPTIONS OF MAJOR ASSIGNMENTS AND EXAMINATIONS

- **ALL assignments are due by 11:59pm (CST) on the specified date.** Any assignment, quiz or exam submitted after then will be considered late, unless prior arrangements have been made with the instructor.
- Late submission is penalized at a rate of 10% credit per day. **This will be enforced.**

COURSE SCHEDULE OUTLINE AND READING ASSIGNMENTS

Below is a listing of fall 2015 professional development opportunities at UT Arlington that support the goals of this STEM Professional Development Course.

- Six (6) workshops (highlighted in yellow) have been selected via group consensus for all enrolled students to attend.
- In addition to these six (6) workshops, each student must select two (2) additional workshops to attend this semester, resulting in each student attending eight (8) workshops total.

Topics covered in these workshops will be discussed as a group in class sessions indicated below.

Please note that the Human Resources (HR) workshops in the Wetsel Service Center require online registration on the human resources website at least two days prior to the date of the workshop.

To Register for an HR Training Class in Wetsel Service Center,

1. Go to <https://webapps.uta.edu/HRWeb/Application>
2. Click on the name of the class from the available list
3. Click on the box to Register for the appropriate class session, and scroll to the bottom of your screen
4. Enter your Net ID and Password in the field provided at the bottom of your screen
5. Click on “Register Now” to register for the class

Professional Development Workshops	Date	Time and locations
Teaching with Technology	9/8- 10/27	2:00-3:30 PM (CIRTL) Weekly Tuesday meetings
Conducting Effective Meetings (AP)	9/9	9:00-11:00 AM HR Wetsel Service Center, Room 200
Creating Assessments and Evaluation Plans (Short Course)	9/10- 12/3	12:00-1:00 PM Biweekly Thursday meetings,
RCR Core Workshop: Animal Research	9/11/	12:00-1:00 PM (with lunch)
Creating Assessments and Evaluation Plans (Short Course)	9/10- 12/3	1:00-2:00 PM (CIRTL) Biweekly Thursday meetings
Diversity in the College Classroom: Teaching the	9/14-11/9	1:00-2:30 PM (CIRTL) Weekly Monday meetings

STEM Undergraduate		
Creating an Online Academic Presence	9/15	2:00 to 3:00 PM in Central Library room 315A.
Introduction to Pedagogy and Practice	9/15- 11/3	1:00-3:00 PM (CIRTL) Weekly Tuesday meetings
Mentoring Workshop with Dr. Jorgensen	9/16	12:00 to 1:00 PM: Planetarium Conference Room 303
How to Choose and Work with your Mentor/Supervisor	9/16	4:00 to 5:30 PM: Rady Room 601, Nedderman Hall
Leadership Skills for Supervisors	9/22	9:00 AM -11:00 AM HR Wetsel Service Center, Room 200
Students Reading Real Science	9/23-11/6	2:00-3:15 PM (CIRTL) Weekly Wednesday meetings
Managing Stress in the Workplace	9/24	9:00 -11:00 AM HR Wetsel Service Center, Room 200
(IRB) Mini-Conference	9/25	Full Day
CIRTL MOOC: <u>Introduction to evidence-Based undergraduate STEM teaching</u>	9/28	CIRTL
Teaching and Copyright	9/29	2:00-3:00 PM Central Library 315A
Developing Assertive Communication Skills	9/29	9:00 -11:00 AM HR Wetsel Service Center Room 200
Graduate School – Writing	9/30/15	4:00 -5:30 PM Rady Room 601 Nedderman Hall
Group Class Session	10/05/15	1:00 PM GEO 103
Intro to Non-Academic Career	10/7/15	4:00- 5:30 PM Rady Room 601 Nedderman Hall
Your Professional Image	10/9	9:00 AM -11:00 AM HR Wetsel Services Center Room 200
Creating an Online Exhibit	10/13/15	2:00 -3:00 PM Central Library 315A
Time Management: Keys to Everyday Office Success	10/15	9:00 -11:00 AM HR Wetsel Services Center Room 200
Graduate Writing Community	10/19	2:00- 3:30 PM Central Library, Room 315A
Word for Theses and Dissertations Workshop	10/19	2:00-3:30 PM Central Library Room 315A

Converting your CV to a Resume	10/21	4:00-5:30 PM Rady Room 601 Nedderman Hall
Powerful Presentation Skills	10/21	9:00 -11:00 AM HR Wetsel Services Center Room 200
Graduate Writing Community	10/22	6:00-7:30 PM Central Library Room 315A
First Annual Research Integrity Symposium	10/23	FULL DAY SAVE THE DATE
Dealing Effectively with Conflict and Confrontation	10/23	10:00 AM-12:00 PM HR Wetsel Services Center Room 200
REP/FDL Presentation	10/23	2:00-3:00 PM Chemistry and Physics Building (CPB) 303
Group Class Session	10/26/15	1:00 PM GEO 103
Negotiating your Author's Rights	10/28	2:00 -3:00 PM Central Library, 315A
Creating an Online Teaching Portfolio	10/29	2:00 -3:30 PM Central Library, 315A
Welcoming Diversity	11/6	9:00 AM- 4:00 PM HR Wetsel Services Center Room 200
Group Class Session	11/09/15	1:00 PM GEO 103
Group Class Session	12/07/15	1:00 PM GEO 103

*Workshops require online registration

As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course. –Dr. Ashanti Johnson

Introductory Assignment (*Due on 9/21/2015*)

- A. Utilize www.onlinenewspapers.com to identify three (3) articles that relate to your STEM discipline at the local, regional, and/or global level.
 - a. Provide a link and a full citation to each of the articles.
 - i. The first citation should be provided utilizing MLA Newspaper Online format (Last, First M. "Article Title." *Newspaper Title* Date Month Year Published: Page(s). *Website Title*. Web. Date Month Year Accessed.)
 - ii. The second citation should be provided utilizing APA Newspaper Online format (Last, F. M. (Year, Month Date Published). Article title. *Newspaper Title*, pp. Page(s). Retrieved from URL address.).

- iii. The third citation should be provided utilizing Turabian Newspaper Online format (Last Name, First Name. "Article Title." Newspaper Name, Publication Date. URL address (accessed Month Day, Year).
- b. For each article provide:
 - i. the link to the article
 - ii. a 350 word essay summarizing the article and describing how relates to the environment.

Fellowship Applications

All students are required to prepare and submit applications for the:

1. NSF Graduate Research Fellowship Program; and
2. One additional fellowship/scholarship/grant opportunity identified by the student and approved by the instructor

EXPECTATIONS FOR OUT-OF-CLASS STUDY

Beyond the time required to attend each class meeting, students enrolled in this course should expect to spend at least an additional 9 hours per week of their own time in course-related activities, including reading required materials, completing assignments, preparing for exams, etc.

ATTENDANCE: University policy will apply.

DROP POLICY

Students may drop or swap (adding and dropping a class concurrently) classes through self-service in MyMav from the beginning of the registration period through the late registration period. After the late registration period, students must see their academic advisor to drop a class or withdraw. Undeclared students must see an advisor in the University Advising Center. Drops can continue through a point two-thirds of the way through the term or session. It is the student's responsibility to officially withdraw if they do not plan to attend after registering. **Students will not be automatically dropped for non-attendance.** Repayment of certain types of financial aid administered through the University may be required as the result of dropping classes or withdrawing. For more information, contact the Office of Financial Aid and Scholarships (<http://www.uta.edu/aao/fao/>).

AMERICANS WITH DISABILITIES ACT

The University of Texas at Arlington is on record as being committed to both the spirit and letter of all federal equal opportunity legislation, including the *Americans with Disabilities Act (ADA)*. All instructors at UT Arlington are required by law to provide "reasonable accommodations" to students with disabilities, so as not to discriminate on the basis of that disability. Any student requiring an accommodation

for this course must provide the instructor with official documentation in the form of a letter certified by the staff in the Office for Students with Disabilities, University Hall 102. Only those students who have officially documented a need for an accommodation will have their request honored. Information regarding diagnostic criteria and policies for obtaining disability-based academic accommodations can be found at www.uta.edu/disability or by calling the Office for Students with Disabilities at (817) 272-3364.

ACADEMIC INTEGRITY

Students enrolled in this course are expected to adhere to the UT Arlington Honor Code:

I pledge, on my honor, to uphold UT Arlington's tradition of academic integrity, a tradition that values hard work and honest effort in the pursuit of academic excellence.

I promise that I will submit only work that I personally create or contribute to group collaborations, and I will appropriately reference any work from other sources. I will follow the highest standards of integrity and uphold the spirit of the Honor Code.

UT Arlington faculty members may employ the Honor Code as they see fit in their courses, including (but not limited to) having students acknowledge the honor code as part of an examination or requiring students to incorporate the honor code into any work submitted. Per UT System *Regents' Rule* 50101, §2.2, suspected violations of university's standards for academic integrity (including the Honor Code) will be referred to the Office of Student Conduct. Violators will be disciplined in accordance with University policy, which may result in the student's suspension or expulsion from the University.

STUDENT SUPPORT SERVICES

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include tutoring, major-based learning centers, developmental education, advising and mentoring, personal counseling, and federally funded programs. For individualized referrals, students may visit the reception desk at University College (Ransom Hall), call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at www.uta.edu/resources.

ELECTRONIC COMMUNICATION

UT Arlington has adopted MavMail as its official means to communicate with students about important deadlines and events, as well as to transact university-related business regarding financial aid, tuition, grades, graduation, etc. All students are

assigned a MavMail account and are responsible for checking the inbox regularly. There is no additional charge to students for using this account, which remains active even after graduation. Information about activating and using MavMail is available at <http://www.uta.edu/oit/cs/email/mavmail.php>.

STUDENT FEEDBACK SURVEY

At the end of each term, students enrolled in classes categorized as “lecture,” “seminar,” or “laboratory” shall be directed to complete an online Student Feedback Survey (SFS). Instructions on how to access the SFS for this course will be sent directly to each student through MavMail before the end of the term. Each student’s feedback enters the SFS database anonymously and is aggregated with that of other students enrolled in the course. UT Arlington’s effort to solicit, gather, tabulate, and publish student feedback is required by state law; students are strongly urged to participate. For more information, visit <http://www.uta.edu/sfs>.

FINAL REVIEW PERIOD

One class day prior to the final examination during this summer course shall be designated as a Final Review Period. The purpose of this period of time is to allow students sufficient time to prepare for final examinations. During this period, there shall be no scheduled activities such as required field trips or performances; and no instructor shall assign any themes, research problems or exercises of similar scope that have a completion date during or following this week *unless specified in the class syllabus*. During the Final Review Period, an instructor shall not give any examinations constituting 10% or more of the final grade, except makeup tests and laboratory examinations. In addition, no instructor shall give any portion of the final examination during the Final Review Period. During this period of time, classes are held as scheduled. In addition, instructors are not required to limit content to topics that have been previously covered; they may introduce new concepts as appropriate.

EMERGENCY EXIT PROCEDURES

Should we experience an emergency event that requires us to vacate the building, students should exit the room and move toward the nearest exit. When exiting the building during an emergency, one should never take an elevator but should use the stairwells. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist handicapped individuals.