

***Special Topics in Microbiology and Cell Science:
Careers for Impact***
MCB 4934 / MCB 6937
Spring 2023, Online Asynchronous

Instructor

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Office Hours: Zoom (recurring dates/times to be set through student poll), appointments also available by request



Course Description

MCB 4934 / MCB 6937 is a 1 credit hour course that will be co-taught for undergraduate and graduate students. The course will prepare students with connections into a variety of Microbiology and Life Science careers including industry, entrepreneurial ventures, government labs, NGOs, health professions, and academia through guest speakers sharing about their career paths. Essential networking and communication skills will be honed through application exercises.

Undergraduate students will explore graduate-level education and career paths and express their interests through resumes and online profiles to open doors for experiential learning opportunities including internships.

Graduate students will assess how to apply their advanced degrees in professional positions and communicate their skills through CV/resumes and online profiles in preparation for their next career step. They will apply learnings to create a Career Speaker presentation through an informational interview to share another career experience with other students.

Course Pre-Requisites / Co-Requisites

None.

Course Learning Objectives

This course will expose students to career options and organizational cultures through interviews of professionals sharing about their life science-related careers. Students will be able to recognize their career options and envision their path. They will begin to build their professional network.

The course will encourage undergraduate students to appreciate the benefits of experiential learning opportunities, including internships, and guide them to identify and obtain suitable positions. The course will also encourage graduate students to assess a broad range of applications for their advanced degree and demonstrate networking and communication skills through conducting a career interview. Students will be able to compose their personal impact plan and job application package to pursue career-building opportunities to match their interests.

Materials and Supply Fees

Optional purchase of work style assessments such as Myers-Briggs Type Indicator, CliftonStrengths; Alternatives of free CHOMP UF C3.

Required Textbooks and Software

E-learning Canvas system: For technical questions and tutorials, please visit the LSS site (https://lss.at.ufl.edu/help/Student_Faq) and/or the UF Help desk (<http://helpdesk.ufl.edu/>). The Help Desk suggests that if you encounter any problem (error messages, etc.) that you take a screen shot of the problem and save it to help them in fixing your problem.

Course Schedule

Week	Module	Topic	Assignment Description	Percent of Final Grade
Jan. 9-15	1	Objectives Setting	Confirm syllabus review and personal SMART objective	5%
Jan. 17-22	2	Peer Networking	Discussion board introduction and network with 2+ classmates	5%
Jan. 23-29	3	Career Speaker #1 & #2	Response about career speakers representing a range of fields	10%
Jan. 30-Feb. 5	4	Resume / CV Preparation	Begin preparation of resume / CV	
Feb. 6-12	5	Career Speaker #3 & #4	Career speaker responses	10%
Feb. 13-19	6	Work Style & Diversity, Equity, Inclusion & Belonging	Workstyle assessment reflection	5%
Feb. 20-26	7	Career Speaker #5 & #6	Career speaker responses	10%
Feb. 27-Mar. 5	8	Personal Impact Statement & Elevator Speech	Personal Impact Statement & Elevator Speech	10%
Mar. 6-10	9	Career Speaker #7 & #8 / Career Speaker Interview	Career speaker responses (UG); Career speaker interview (G)	10% undergrad / 15% grad
Mar. 11-19		SPRING BREAK		
Mar. 20-26	10	LinkedIn, GatorLink / Simplicity Profiles	Discussion board peer review of LinkedIn Profile	5%
Mar. 27-Apr. 2	11	Job Search	List of 5+ job postings	5%
Apr. 3-9	12	Professional Networking & Interviewing	Connect with 3+ professionals	5%
Apr. 10-16	13	Stress and Gratitude	C3 Interaction- Resume Review, Mock Interview, Workshop (UG)	5% (undergrad)
Apr. 17-23	14	Application Package Review	Updated resume/CV, cover letter and thank you note for targeted job posting	15%
Extra Credit		Career Speaker #9 & #10 or C3 Interaction	Career speaker responses or C3 interaction	5%

Grading Policy

Range	Grade	Grade Points
100% to 94%	A	4.00
< 94% to 90%	A-	3.67
< 90% to 87%	B+	3.33
< 87% to 84%	B	3.00
< 84% to 80%	B-	2.67
< 80% to 77%	C+	2.33

< 77% to 74%	C	2.00
< 74% to 70%	C-	1.67
< 70% to 67%	D+	1.33
< 67% to 64%	D	1.00
< 64% to 60%	D-	0.67
< 60% to 0%	E	0.00

Class Expectations and Make-Up Policy

Please see UF policy at [Attendance Policies](#). Excused assignment extensions must be consistent with university policies in the [Undergraduate Catalog](#) or [Graduate Catalog](#) and require appropriate documentation.

Assignments will receive a deduction of 10% per week overdue.

Course Evaluation

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. 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>. Additional anonymous feedback on the course may be requested, but participation is not required.

University Honesty Policy

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. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

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.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the [Notification to Students of FERPA Rights](#).

Campus Resources:

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: counseling.ufl.edu/cwc, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or police.ufl.edu.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling.

Library Support, 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.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.

Disability Services, 1 Reid Hall, 352-392-8565. Registration, accommodations for disabilities.

Student Complaints Campus

On-Line Students Complaints