Course Syllabus – COMM 402

Course Information

Course Number: COMM 402 WI19
Course Name: Effective Career Planning or PhDs
Term: WI 19
Start Date: 01/09/2019
End Date: 02/27/2019
Credits: 1.0

Meeting Days / Times

Wednesdays, 12-2pm PT / 3-5pm ET
(For updates during the term, visit the Course Schedule on the Intranet at: https://intranet.scripps.edu/education/graduate/courses/schedule.html)

Locations

CA Campus: Graduate Office Seminar Room
FL Campus: B387

Course Managers

<table>
<thead>
<tr>
<th>Role</th>
<th>Last Name</th>
<th>First Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructor</td>
<td>Wheeler</td>
<td>Ryan</td>
</tr>
<tr>
<td>Instructor</td>
<td>Branan</td>
<td>Jean</td>
</tr>
<tr>
<td>Instructor</td>
<td>Li</td>
<td>Xinrui</td>
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Course Description

The course is intended to encourage proactive career planning by equipping students with the skills, resources and self-assessment information necessary to make informed career choices both inside and beyond academia. The course emphasizes developing career-related skill sets, including networking, self-evaluation, maintaining a professional presence online, goal setting, and formulating an Individual Development Plan (IDP). Students are required to enroll in this course for credit (graded or pass/fail only).

Class Format

The course will run simultaneously on both campuses with joint participation and instructors on both the CA and FL campuses.
The format will feature group exercises, brainstorming, resource sharing, networking assignments and a career plan poster session. By the end of the course, students will have a sense of career options that match their values, interests, skills and personality, and well-developed goals.

**Program Learning Outcomes**

By the end of the program, students will have accomplished these objectives:
PLO1: Published research story
PLO2: Generate creative approaches and methodologies for complex scientific questions
PLO3: Master a potent set of technical research skills
PLO4: Possess strong communication skills

**Course Learning Outcomes**

Upon completion of this course students will be able to:
CLO1: Create a career plan poster that synthesizes individual self-assessment results with career interests
CLO2: Identify at least two PhD-level careers that complement their self-assessment results
CLO3: Formulate and categorize a list of insightful informational interview questions
CLO4: Articulate and substantiate three career-related SMART goals

**Background Preparation (Prerequisites)**

No pre-requisites

**Required Course Materials**

<table>
<thead>
<tr>
<th>Type</th>
<th>Title</th>
<th>Author</th>
<th>Edition</th>
<th>ISBN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required</td>
<td>Career Opportunities in Biotechnology and Drug Development</td>
<td>Freedman</td>
<td>2008</td>
<td>978-087969880-5</td>
</tr>
<tr>
<td>Required</td>
<td>Strengthsfinder 2.0</td>
<td>Rath</td>
<td>2007</td>
<td>978-1-59562-015-6</td>
</tr>
<tr>
<td>Useful to Consult</td>
<td>Career Options for Biomedical Scientists</td>
<td>Janssen &amp; Server</td>
<td>2014</td>
<td>978-1-936113-72-9</td>
</tr>
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</table>
Instructor Policies

Attendance Statement

Students are expected to attend all classes. Students who are unable to attend class must seek permission for an excused absence from the course director or teaching assistant. Unapproved absences or late attendance for three or more classes may result in a lower grade or an “incomplete” for the course. If a student has to miss a class, he or she should arrange to get notes from a fellow student and is strongly encouraged to meet with the teaching assistant to obtain the missed material.

Scientific and Professional Ethics

The work you do in this course must be your own. Feel free to build on, react to, criticize, and analyze the ideas of others but, when you do, make it known whose ideas you are working with. You must explicitly acknowledge when your work builds on someone else's ideas, including ideas of classmates, professors, and authors you read. If you ever have questions about drawing the line between others' work and your own, ask the course professor who will give you clear guidance. Exams must be completed independently. Any collaboration on answers to exams, unless expressly permitted, may result in an automatic failing grade and possible expulsion from the Graduate Program.

Technology Requirements and Support

For issues related to Canvas, please contact the Graduate Office by email at: gradprgm@scripps.edu or by phone at: 858-784-8469.

Course Grading

Grading is in accordance with the academic policies of the Skaggs Graduate School. The breakdown of grading is as follows:

Attendance and Participation: 40%
PhD Career Presentation and IDP Poster: 60%

Grade Point   Letter Grade
4.00           A

Outstanding achievement. Student performance demonstrates full command of the course subject matter and evinces a high
level of originality and/or creativity that far surpasses course expectations.

Excellent achievement. Student performance demonstrates thorough knowledge of the course subject matter and exceeds course expectations by completing all requirements in a superior manner.

3.67 A-

Very good work. Student performance demonstrates above-average comprehension of the course subject matter and exceeds course expectations on all tasks as defined in the course syllabus. There is notable insight and originality.

3.33 B+

Satisfactory work. Student performance meets designated course expectations and demonstrates understanding of the course subject matter at an acceptable level.

3.00 B

Marginal work. Student performance demonstrates incomplete understanding of course subject matter. There is limited perception and originality.

2.67 B-

Unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course subject matter. There is severely limited or no perception or originality. Course will not count toward degree.

2.33 C+

Unsatisfactory work. Student performance demonstrates incomplete and inadequate understanding of course subject matter. There is severely limited or no perception or originality. Course will not count toward degree.

2.00 C

Incomplete is assigned when work is of passing quality but is incomplete for a pre-approved reason. Once an incomplete grade is assigned, it remains on student’s permanent record until a grade is awarded.

0.00 I

Satisfactory work. Student performance demonstrated complete and adequate understanding of course subject matter. Course will count toward degree.

0.00 P

Unacceptable work/Failure. Student performance is unacceptably low level of knowledge and understanding of course subject matter. Course will not count toward degree. Student may continue in program only with permission of the Dean.

0.00 F

Withdrawn from the course with Dean’s permission beyond the second week of the term.

0.00 W
• All courses will be recorded and maintained in the student’s permanent academic record; only courses that apply towards the degree will appear on the academic transcript. Non-credit or audited courses will not appear on the transcript.
• 4 core courses taken for a letter grade (pass = B- or higher for a core course)
• 2 elective courses taken pass/fail (pass = A, B, C for an elective)

Because students are encouraged to take electives outside their area of expertise, a "C" letter grade is passing.

Course Summary:

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
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<tbody>
<tr>
<td>Wed Jan 16, 2019</td>
<td>Session 2: Skills, Imposter Syndrome, Resilience - Wheeler, Li, Branan</td>
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<td>Wed Jan 23, 2019</td>
<td>Session 3: StrengthsFinder, Summarizing Self-Assessment Results, and Goal Setting - Wheeler, Li, Branan</td>
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<td>Wed Jan 30, 2019</td>
<td>Session 4: Career Panel Discussion - Wheeler, Li, Branan</td>
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<td>Wed Feb 6, 2019</td>
<td>Session 5: Job Search Skills - Wheeler, Li, Branan</td>
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<tr>
<td>Mon Feb 11, 2019</td>
<td>PhD Career Presentations</td>
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<tr>
<td>Wed Feb 13, 2019</td>
<td>Session 6: Student mini-presentations about Ph.D. jobs - Wheeler, Li, Branan</td>
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<tr>
<td>Wed Feb 20, 2019</td>
<td>Session 7: Student mini-presentations about Ph.D. jobs - Wheeler, Li, Branan</td>
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<tr>
<td>Mon Feb 25, 2019</td>
<td>IDP Poster</td>
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