

Course Syllabus – COMM 402

Course Information

Course Number: COMM 402 WI23

Course Name: Effective Career Planning for PhDs

Term: WI 2023

Start Date: 01/04/2023

End Date: 02/22/2023

Credits: 1.0

Meeting Days / Times

Wednesdays, 12:45-2:45pm PT / 3:45-5:45pm ET

(See Calendar in Canvas for the most up-to-date schedule.)

Location

CA: Seminar Room (Hazen Theory Building)

FL: B387

Online via Zoom

Course Managers

Role	Last Name	First Name	Email
Course Director	Dann	Delaney	ddann@scripps.edu
Course Director	Wheeler	Ryan	rwheeler@scripps.edu

Course Description

The course is intended to encourage proactive career planning by equipping participants 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 (**pass/fail only**).

Class Format

The course will run simultaneously on both 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: Original Research – graduate students are expected to develop the skills critical for generating high-quality research output. This would include absorbing, recalling, and contextualizing scientific knowledge, evaluating scientific information and data, creating testable hypotheses and investigating hypotheses, mastering scientific tools and techniques, displaying ethical behavior, and receiving and giving feedback.

PLO2: Communication – graduate students are expected to demonstrate the oral, written, and media skills to effectively communicate the impact of a study or a body of work to the greater scientific community and to the public at large using a number of methods.

PLO3: Critical Thinking – graduate students are expected to develop a self-directed process to analyze information, form opinions or judgments, and use this process to improve the quality of their scientific thoughts, navigate problems, and make informed decisions.

PLO4: Intellectual Curiosity – graduate students are expected to acquire the capacity to build their intellectual curiosity and demonstrate problem solving approaches that serve their professional growth and ability to impact a field.

PLO5: Career and Professional Development – graduate students are expected to develop a variety of transferable skillsets throughout their graduate experience, including management and leadership, inclusiveness, resilience, scientific rigor, collaboration, accountability, time management, teamwork, networking, and career planning.

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

CLO5: Reflect on their own career preparation and formulate plans to identify and develop professional competencies relevant to their career interests

Background Preparation (Prerequisites)

The course is recommended for graduate students who are beyond their first year. Please reach out to the course instructors for additional information. Postdocs are welcome to enroll.

Required Course Materials

Required: Sinche (2016). Next Gen PhD: A Guide to Career Paths in Science. ISBN: 978-0674504653.

Useful to Consult: Freedman (2008). Career Opportunities in Biotechnology and Drug Development. ISBN: 978-0879698805.

Useful to Consult: Rath (2007). Strengthsfinder 2.0. ISBN: 978-1595620156.

Useful to Consult: Janssen & Server (2014). Career Options for Biomedical Scientists. ISBN: 978-1936113729.

Useful to Consult: Evans, Lundsteen & Vanderford (2017). ReSearch: A Career Guide for Scientists. ISBN: 978-0128042977.

Useful to Consult: Burnett & Evans (2016). Designing Your Life. ISBN: 978-1101875322.

Useful to Consult: Hoffman & Casnocha (2012). The Start-up of You. ISBN: 978-0307888907.

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.

Community Guidelines Statement

The instructors seek to cultivate a learning environment of inclusivity, safety and community. We encourage students from all backgrounds to participate in this class. This course relies on a community of respect, trust, and willingness to share. Because of this, it is important that we work from a space of truly valuing the diversity and differences of all the participants and the lived experiences of each one of us. We do this by making sure we are engaging in inclusive practices that support each other’s learning and growth. We recognize the multitude of students with intersectional and complex identities. For this reason, we welcome and appreciate suggestions from our students to enhance not only the curriculum, but also any opportunities to learn from one another as scientists with unique cultures and individuality. We are committed to creating a space that is encouraging, empowering, and engaging. We will honor these community guidelines with integrity and request the students demonstrate the same for their instructors and peers.

If you require any accommodations for this course, please communicate with the Office of Graduate Studies and the instructors to discuss how can we best support you.

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%
- Assignments and Presentations: 60%

Letter Grade	Percent	GPA	Description
A	93-100	4.00	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.
A-	90-92	3.67	Excellent achievement. Student performance demonstrates thorough knowledge of the course subject matter and exceeds course expectations by completing all requirements in a superior manner.
B+	87-89	3.33	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.
B	83-86	3.00	Satisfactory work. Student performance meets designated course expectations and demonstrates understanding of the course subject matter at an acceptable level.
B-	80-82	2.67	Marginal work. Student performance demonstrates incomplete understanding of course subject matter. There is limited perception and originality.

C+	77-79	2.33	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.
C	73-76	2.00	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.
P	73-100	0.00	Satisfactory work. Student performance demonstrated complete and adequate understanding of course subject matter. Course will count toward degree.
F	0-72	0.00	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.
I		0.00	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.
W		0.00	Withdrew from the course with Dean's permission beyond the second week of the term.

- 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)

Course Summary:

Date	Details
Mon Jan 2, 2023	No Class (New Year's Day Off)
Wed Jan 4, 2023	Session 1: Introduction, Interests, Values, Risk-taking
Wed Jan 11, 2023	Session 2: Skills, Imposter Syndrome, Resilience
Mon Jan 16, 2023	No Class (Martin Luther King Jr. Day)
Wed Jan 18, 2023	Session 3: StrengthsFinder, Summarizing Self-Assessment Results, and Goal Setting
Wed Jan 25, 2023	Session 4: Career Panel Discussion
Wed Feb 1, 2023	Session 5: Job Search Skills
Mon Feb 6, 2023	PhD Career Presentations
Wed Feb 8, 2023	Session 6: Student mini-presentations about Ph.D. jobs
Wed Feb 15, 2023	Session 7: Student mini-presentations about Ph.D. jobs
Mon Feb 20, 2023	No Class (Presidents' Day)
	IDP Poster
Wed Feb 22, 2023	Session 8: Summarizing your progress and plans via an IDP poster