

AG 6181

Graduate Seminar



Instructor: Dr. Loree Branham

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Office: VIN 221

Office Hours:

Monday 10-11:30am, Wednesday 2:00-4:00pm, and Thursday 2:00 – 4:00, by appointment

* Note: Due to ongoing research, there may be times during my scheduled office hours when I will not be available- please make an appointment if at all possible.

Course Information

Course Description

A survey of current research in various fields of the agriculture sciences. May be repeated once for credit when topic varies. Prerequisite and Co-requisite Courses

Prerequisite Skills

None

Student Learning Outcomes

Various topics related to preparation and presentation of graduate works will be discussed. Additionally, information on professional resumes, cover letters and interview career seeking skills will be provided. The leading objective of the course is to prepare students for professional employment or admission into doctoral programs after graduation. Oral and written communication skills will be examined and strengthened through the course.

ATTENDANCE:

Attendance in class is essential and mandatory. Student needing to be absent for a class meeting for university sponsored/accepted reasons should arrange for the absence in advance. Failure to attend class for unexcused reasons will have a negative impact on students' grade.

Course Delivery

This is a face-to-face course with learning resources and supplemental materials posted in Blackboard.

Required Texts and Materials

Required readings will be distributed in class or posted on Blackboard.

Technology Requirements

To successfully complete this course, students need to have internet access to utilize blackboard. Additionally assignments will require both Microsoft software as well as PDF maker software.

Web resource:

In this course we will utilize Blackboard for grades and other distributed information. Please refer to the address below to log in to blackboard. For assistance contact the IT helpdesk @ 942-2911 or visit the [Blackboard page](#)¹ on the ASU website.

Communication

Faculty will make every effort to respond to ASU email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday. Email is preferred method of communication.

Grading

Assignment and Activity Descriptions

Assessment of learning outcomes will be through evaluation of professional development assignments, class portfolio, interviews and presentations/related assignments.

Evaluation and Grades

Course grades will be determined as indicated in the table below.

Assessment	Percent of Grade
Presentation Assignments	40
Professional Development Assignments	40
Speaker/Resource Portfolio	20
Total	100%

Grading System

Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

The following grading scale is in use for this course:

A = 90.00-100 percent of points

B = 80.00-89.99 percent of points

C = 70.00-79.99 percent of points

F = 0-69.99 percent of points (Grades are not rounded up)

¹ <http://blackboard.angelo.edu/>

DUE DATES:

A copy of a relevant job posting you will be writing a cover letter and conducting a professional interview for is due submitted to Blackboard in electronic *pdf* format to me by 5:00pm September 10th.

Other assignment deadlines will be posted on blackboard. For each day an assignment is late 10 points will be deducted from the starting grade. An assignment is considered late if it is not submitted within 10 minutes of its assigned deadline. Unless otherwise instructed, **ALL work submitted needs to be in final draft PDF form for grading (i.e. no typos, spelling errors, grammatical errors, cut and paste errors etc.)**

General Policies Related to This Course

All students are required to follow the policies and procedures presented in these documents:

- [Angelo State University Student Handbook](#)¹
- [Angelo State University Catalog](#)²

Academic Integrity

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the university's [Statement of Academic Integrity](#)³

Classroom Decorum

Students are asked to place cell phones on silent mode. **Text messaging during class is not permitted. If texting occurs, student will be warned once and then asked to leave classroom.** Please refrain from any tobacco use while in lecture. Please refrain from talking to other students during lecture unless instructed by professor to do so as part of class activity. Professional behavior toward instructor(s) and fellow students is expected and required. **Students are permitted to use laptop computers, tablets, and voice recorders to take notes only AFTER obtaining permission of the professor.** Feel free to ask questions of the instructor or relate pertinent information at any time during class. Questions and comments are encouraged and appreciated.

Accommodations for Students with Disabilities

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student's responsibility to initiate such a request by

contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#).⁴ The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dr. Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 [Grading Procedures](#)⁵ for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)⁶ in the Student Handbook. Plagiarism is the action or practice of taking someone else's work, idea, etc., and passing it off as one's own. Plagiarism is literary theft. In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the [ASU Writing Center](#)⁷.

General Attendance Policy

Students are expected to attend class daily; attendance is important and required. Attendance will be taken on a random basis. Absences will be excused for illness if a physician's note is provided, proof of a family member's death, or absences due to travel related to a University function (**A memo from sponsoring faculty member is required- it is the students responsibility to confirm the professor has received the memo notification**). **No Make-up Exams or Quizzes will be given. If you know you will be absent on the day of an exam, notification is required at least one full week in advance in order to take an exam early. Absences due to an unforeseen emergency which occur on an exam day will be dealt with as they occur.**

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for [Observance of Religious Holy Day](#)⁸ for more information.

Emergency Procedures

In event that one of the following emergencies should occur DURING this class, we will follow the procedures listed below.

Tornado WARNING: As a group, using the west stairwell we will move to the designated storm shelter location (1st floor hallways between Rooms 139-146 and between 158-162) and remain there until the danger is passed.

Fire: As a group, using the west stairwell we will immediately evacuate the Vincent building leaving through the west entrance doors and gather at a safe distance in the north parking lot.

Title IX Statement

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Miller, J.D. You may submit reports in the following manner:

Online: [Incident Reporting Form](#)⁹

Face to Face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: michelle.miller@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State's policy please visit the [Title IX website](#).¹⁰

Information About COVID-19

Please refer to ASU's [COVID-19 \(Coronavirus\) Updates](#)¹¹ web page for current information about campus guidelines and safety standards as they relate to the COVID-19 pandemic.

Modifications to the Syllabus

This syllabus, including grade evaluation and course schedule, is subject to modification on potentially short notice based on developing circumstances.

¹ <https://www.angelo.edu/student-handbook/>

² <https://www.angelo.edu/catalogs/>

³ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁴ <https://www.angelo.edu/current-students/disability-services/>

⁵ <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>

⁶ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

⁷ https://www.angelo.edu/dept/writing_center/academic_honesty.php

⁸ <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>

⁹ <https://www.angelo.edu/incident-form>

¹⁰ <https://www.angelo.edu/title-ix>

¹¹ <https://www.angelo.edu/covid-19/>