ENV 470.001
Senior Seminar

Syllabus

Instructor: Kenneth W. Farrish
Room 108 Forestry Lab Building
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kfarrish@sfasu.edu
Office hours 8:00 am to 9:00 am Mon. and Wed.
8:00 am to 11:00 am Tues. and Fri.
Department: Environmental Science
Meeting Place: FOR 205

Course Description: One semester hour course focused on developing improved oral technical presentation and interviewing skills for seniors in environmental science. A participatory seminar where students review, condense, and present technical and research findings on directed topics. Discussions on career development and professional presence and conduct are also included.

Program/Student Learning Outcomes:

1. Demonstrate competency in environmental assessment;
2. Demonstrate understanding in environmental management;
3. Demonstrate understanding in environmental policy and professional ethics;
4. Demonstrate competency critical thinking communicated through effective scientific written reports and oral presentations.
5. Demonstrate preparation to pursue a professional career and/or graduate degree programs.

<table>
<thead>
<tr>
<th>Course</th>
<th>PLO 1 Environmental Assessment</th>
<th>PLO2 Environmental Management</th>
<th>PLO3 Environmental Policy &amp; Professional Ethics</th>
<th>PLO4 Critical Thinking, Oral &amp; Written Communication</th>
<th>PLO5 Professional Career &amp;/or Graduate Degree Program</th>
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<tbody>
<tr>
<td>ENV 470</td>
<td>B</td>
<td>B</td>
<td>I</td>
<td>M</td>
<td>M</td>
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<tr>
<td>N/A – Not Applicable</td>
<td>B-Basic</td>
<td>I-Intermediate</td>
<td>A-Advanced</td>
<td>M-Mastery</td>
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Definition of Rating Categories:

1. N/A – Not Applicable – course does not support the Program Learning Outcome.
2. B – Basic – course supports Program Learning Outcome by providing students with fundamental information, definitions, concepts, and lab activities relative to the expected outcomes.
   I – Intermediate – course supports Program Learning Outcome by providing students with
topic-specific information, concepts, applications, and lab activities that increase the students’ skills in making tactical implementation decisions relative to the expected outcomes.

3. **A** – Advanced – course supports Program Learning Outcome by providing students with transitional, high level topic-specific information, activities, and opportunities that enable the students to apply their critical thinking and tactical skills to resolved increasingly challenging strategic situations.

4. **M** – Mastery – course supports Program Learning Outcome by providing students with opportunities to independently apply tactical and strategic planning skills to successfully accomplish real-world, non-academic management objectives. Completes students’ preparedness for entry-level professional activity accomplishment.

**Course Requirements:**

**Presentation**
Students will make one formal presentation before the class. The presentation will be on an advanced technical environmental topic to a target audience of peer environmental scientists. **Topics must be approved by the instructor beforehand!**

**Resume and Cover Letter:**
Students will prepare and submit a draft copy of their resume and a cover letter for review. Suggestions for improvement will be made by the faculty member and the resume and cover letter will be updated and re-submitted for grading.

**Exam:** One final exam will be administered which will cover presentation and interviewing strategies discussed in the course

**Tentative Course Calendar***:

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<tr>
<td>Aug 28</td>
<td>Introduction and Course Organization</td>
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<tr>
<td>Sep 4</td>
<td>Professional Resume and Interviewing Skills</td>
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<tr>
<td>11</td>
<td>Professional Presentation Assignment</td>
<td><strong>Draft resume and cover letter due</strong></td>
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<tr>
<td>18</td>
<td>Mock Interviews (FOR 105),</td>
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<tr>
<td>25</td>
<td>SFA Career Services</td>
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<tr>
<td>Oct 2</td>
<td>What is Graduate School?</td>
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<tr>
<td>9</td>
<td>Student Seminar Presentations</td>
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<tr>
<td>16</td>
<td>Student Seminar Presentations</td>
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<tr>
<td>23</td>
<td>NAEP Code of Ethics</td>
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<tr>
<td>30</td>
<td>Student Seminar Presentations</td>
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<tr>
<td>6</td>
<td><strong>Business Dining Etiquette Seminar (5 to 7pm)</strong></td>
<td>Student Center, Multi Media Room, Business Dress</td>
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<td>13</td>
<td>Student Seminar Presentations</td>
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<td>20</td>
<td>Student Seminar Presentations</td>
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<td>27</td>
<td><strong>Thanksgiving Break</strong></td>
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<td>Dec 4</td>
<td>Alumnus Visit</td>
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<td>11</td>
<td><strong>Final Exam</strong></td>
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*Schedule subject to change.*
Grading System: The oral presentation will comprise 50% of the course grade, the graded resume will comprise 20% of the course grade, and the exam will comprise the remaining 30% of the final grade. **Students must attend the special meeting times to pass the course.**

Grading Scale: The following scale is adhered to strictly. Individual overall means are calculated to the first decimal place.

- 90.0 - 100 = A
- 80.0 - 89.9 = B
- 70.0 - 79.9 = C
- 60.0 - 69.9 = D
- < 60.0 = F

Late Assignments: Late assignments will require a documented excuse.

Attendance: Attendance is mandatory. The final grade will be reduced by one letter grade per unexcused absence. **Students must attend the special meeting times to pass the course.**

Other Policies:

Student Academic Dishonesty Policy (4.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism. Definition of Academic Dishonesty: Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit. Please read the complete policy at: http://www.sfasu.edu/policies/student_academic_dishonesty.pdf

Course Grades Policy (5.5)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students
must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average. Please read the complete policy at: http://www.sfasu.edu/policies/5.5_course-grades.pdf

**Academic Accommodation for Students with Disabilities Policy (6.1)**
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to: http://www.sfasu.edu/disabilityservices/

**Responsible Use of Technology**
It is expected that all students will only use cell phones, PDAs, laptop computers, MP3 players and other technology outside of class time or when appropriate in class. Answering a cell phone, texting, listening to music or using a laptop computer for matters unrelated to the course may be grounds for dismissal from class or other penalties.

**Acceptable Student Behavior**
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy 10.4). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed. Please read the complete policy at: http://www.sfasu.edu/policies/student-code-of-conduct_10.4.pdf