#### PSYC 5110-001: Professional Development

#### Fall 2021

## Instructor Information

### Instructor(s):

George Siemens

### Office Number:

246 Nedderman Hall

### Office Telephone Number:

817-272-3110

### Email Address:

gsiemens@uta.edu

### Faculty Profile:

<https://mentis.uta.edu/explore/profile/george-siemens>

### Office Hours:

Office hours are flexible, scheduled at the request of students. I am available to meet online in Teams. There will be times in the course where I will reach out to you individually for a short check-in. There are lingering stresses related to the unusual last 18 months, so I want to ensure that you feel supported and have questions answered. Please email me to schedule or message me in Teams. I’ll reply within 24 hours to confirm a time.

## Course Information

### Section Information:

PSYC 5110-001

### Time and Place of Class Meetings:

This course will meet in LS 323. There are some weeks where, due to guest speaker availability, we will meet in MS Teams.

### Description of Course Content:

There are four primary goals of this Course. The first is to provide new graduate students with a broad orientation of the facilities, responsibilities and assistance available to them as they launch their professional careers as psychologists. Secondly, students will explore how to manage academic activities, information, productivity tools, and develop a personal information management model. Thirdly important issues related to scholarship, such as academic integrity, ethics, and cultural diversity, will be discussed. Finally, this course will begin to introduce students to some of the fundamental issues and challenges of classroom teaching at the University level. It is also intended to provide students with the opportunity to develop technical skills that will meet these challenges through hands-on experiences.

### Student Learning Outcomes:

At the completion of this course, you will be able to:

1. Describe the support services provided by UTA to graduate students, including advising and professional development opportunities.
2. Detail the research process in Psychology, including support resources, the Human Subjects Pool, ethics, the role and requirements of IRB.
3. Manage your personal and professional information and academic literature intentionally and articulate guiding principles for doing so.
4. Describe and demonstrate how to plan and develop teaching resources, focusing on promoting active learning and student engagement.

### Required Textbooks and Other Course Materials:

All materials used will be online and/or open access. No textbook is required.

### Descriptions of major assignments and examinations:

This Professional Development course has three assignments:

1. A Concept map or visualization of UTA’s services available to support you in your academic work as graduate students.
2. Your personal information model – how you use and interact with information that supports your academic work. This will include use of discovery tools and services as well as citation management software.
3. Your reflections on weekly course topics. This will be an ~six page document capturing your reflections on weekly topics, including questions, insights, and concerns.

## Grading Information

### Grading:

This course is pass/fail. It is intended to support you as you start your graduate journey, rather than take time away or distract from it. The three assignments detailed above will be required before you are granted a “pass”.

## Course Schedule

“*As the instructor for this course, I reserve the right to adjust this schedule in any way that serves the educational needs of the students enrolled in this course – George Siemens”*

*\*\*The schedule for weekly topics is not expected to change. However, in previous courses, I have moved the topics around when a guest speaker is unable to attend the scheduled options below. I will provide updates in Canvas Announcements if this happens.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Module** | **Week** | **Topic** | **Due** |
|  | 1: Aug 23 | NO CLASS |  |
|  | 2: Aug 30 | General expectations and course overview |  |
|  | 3: Sept 6 | NO CLASS |  |
|  | 4: Sept 13 | Libraries: Nicole Spoor |  |
|  | 5: Sept 20 | Undergraduate advising: Megan Juel |  |
|  | 6: Sept 27 | Graduate Advising (Marta Galvin: Online) |  |
|  | 7: Oct 4 | Human Subjects Pool: Lauri Jensen-Campbell (Online) |  |
|  | 8: Oct 11 | Managing personal information |  |
|  | 9: Oct 18 | Accessing, reading and managing academic information |  |
|  | 10: Oct 25 | IRB Policies: Lisa Alvarez | Personal Information Plan due |
|  | 11: Nov 1 | Teaching: the TA experience in university |  |
|  | 12: Nov 8 | DEI: Considerations at UTA |  |
|  | 13: Nov 15 | Animal research – Regulatory Services – Kirstin Morningstar  |  |
|  | 14: Nov 22 | Professional opportunities and future development**THANKSGIVING WEEK** |  |
|  | 15: Nov 29 | Working with University Analytics | Weekly reflections due |
|  | 16: Dec 6 | EXAM Week | Concept map due December 7 |

## Institution Information

UTA students are encouraged to review the below institutional policies and informational sections and reach out to the specific office with any questions. To view this institutional information, please visit the [Institutional Information](http://www.uta.edu/provost/administrative-forms/course-syllabus/index.php) page (http://www.uta.edu/provost/administrative-forms/course-syllabus/index.php) which includes the following policies among others:

* Drop Policy
* Disability Accommodations
* Title IX Policy
* Academic Integrity
* Student Feedback Survey
* Final Exam Schedule

## Additional Information

### Attendance:

At the University of Texas at Arlington, taking attendance is not required but attendance is a critical indicator of student success. Each faculty member is free to develop his or her own methods of evaluating students’ academic performance, which includes establishing course-specific policies on attendance. As the instructor of this section, there is no requirement for in-class attendance, but it is advised since the course consists mainly of guest speakers who will introduce you to various university services and resources. While UT Arlington does not require instructors to take attendance in their courses, the U.S. Department of Education requires that the University have a mechanism in place to mark when Federal Student Aid recipients “begin attendance in a course.” UT Arlington instructors will report when students begin attendance in a course as part of the final grading process. Specifically, when assigning a student a grade of F, faculty must report the last date a student attended their class based on evidence such as a test, participation in a class project or presentation, or an engagement online via Canvas. This date is reported to the Department of Education for federal financial aid recipients. As noted above, however, this is a pass/fail course. However, I like extra legal language in my syllabus so I am including this here.

### Emergency Exit Procedures:

Should we experience an emergency event that requires evacuation of the building, students should exit the room and move toward the nearest exit, [detailed in this map](https://www.uta.edu/campus-ops/ehs/fire/Evac_Maps_All/Evac_LS/Evac_LS_3231.pdf) (.pdf). When exiting the building during an emergency, do not take an elevator but use the stairwells instead. Faculty members and instructional staff will assist students in selecting the safest route for evacuation and will make arrangements to assist individuals with disabilities.

Students are encouraged to subscribe to the MavAlert system that will send information in case of an emergency to their cell phones or email accounts. Anyone can subscribe at [Emergency Communication System](https://www.uta.edu/uta/emergency.php).

### Student Support Services:

UT Arlington provides a variety of resources and programs designed to help students develop academic skills, deal with personal situations, and better understand concepts and information related to their courses. Resources include [tutoring](http://www.uta.edu/studentsuccess/learning-center/utsi/tutoring/index.php) by appointment, [drop-in tutoring](https://www.uta.edu/ideas/services/index.php), [mentoring](https://www.uta.edu/ideas/services/mentoring/index.php) (time management, study skills, etc.), [major-based learning centers](http://www.uta.edu/universitycollege/resources/college-based-clinics-labs.php), [counseling](https://www.uta.edu/caps/services/appointments.php), and [federally funded programs](http://www.uta.edu/studentsuccess/learning-center/mcnair-scholars/index.php). For individualized referrals, students may call the Maverick Resource Hotline at 817-272-6107, send a message to resources@uta.edu, or view the information at [Resource Hotline](http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php) (http://www.uta.edu/studentsuccess/success-programs/programs/resource-hotline.php).

### IDEAS Center:

The[**IDEAS Center**](https://www.uta.edu/ideas/) (https://www.uta.edu/ideas/) **(**2nd Floor of Central Library) offers **FREE** [tutoring](https://www.uta.edu/ideas/services/tutoring/index.php) and [mentoring](https://www.uta.edu/ideas/services/mentoring/index.php) to all students with a focus on transfer students, sophomores, veterans and others undergoing a transition to UT Arlington. Students can drop in or check the schedule of available peer tutors at [www.uta.edu/IDEAS](http://www.uta.edu/IDEAS), or call (817) 272-6593.

### The English Writing Center (411LIBR):

The Writing Center offers **FREE** tutoring in 15-, 30-, 45-, and 60-minute face-to-face and online sessions to all UTA students on any phase of their UTA coursework. Register and make appointments online at the [Writing Center](https://uta.mywconline.com/) (<https://uta.mywconline.com>). Classroom visits, workshops, and specialized services for graduate students and faculty are also available. Please see [Writing Center: OWL](http://www.uta.edu/owl) for detailed information on all our programs and services.

The Library’s 2nd floor [Academic Plaza](http://library.uta.edu/academic-plaza) (<http://library.uta.edu/academic-plaza>) offers students a central hub of support services, including IDEAS Center, University Advising Services, Transfer UTA and various college/school advising hours. Services are available during the [library’s hours](https://library.uta.edu/hours) of operation.

### Librarian to Contact:

Each academic unit has access to [Librarians by Academic Subject](http://www.uta.edu/library/help/subject-librarians.php) that can assist students with research projects, tutorials on plagiarism and citation references as well as support with databases and course reserves. Andy Herzog is your librarian in psychology.

## Emergency Phone Numbers

In case of an on-campus emergency, call the UT Arlington Police Department at **817-272-3003** (non-campus phone), **2-3003** (campus phone). You may also dial 911. Non-emergency number 817-272-3381