1. Course Statement

This one credit professional development seminar is designed to support doctoral students in the Joint Doctoral Program in Social Work and Social Sciences develop skills for navigating their doctoral program and prepare for work after graduation.

a. Course description and objectives
The first objective of the course is an introduction to knowledge and skills that will be useful for engaging with the doctoral program. The second objective is to introduce and share information, resources, and guidance on preparing for life with a doctoral degree. This will include identifying and discussing different career paths, learning about sought after knowledge and skills for different professions, and identifying resources for developing these skills. Participation in a doctoral program is a demanding and stressful experience and developing strategies to handle the stress and demands is essential for success.

b. Course design
This seminar will combine short readings, podcasts, videos and guest speakers who will share resources and perspectives on our course topics. As teachers and learners in
this seminar we begin by identifying students’ interests and concerns and will select topics. Students are encouraged to raise new topics or questions for us to explore.

c. Intensive focus on PODS
Although a focus on privilege, oppression, diversity and social justice is not required for doctoral courses I am committed to addressing how P.O.D.S on the individual, institutional, and community levels provide significant challenges and opportunities related to student learning and success. I am very open to feedback on ways in which I may not be addressing these issues adequately.

2. Class requirements

a. Text and class materials
All readings, links to podcasts, videos, powerpoint presentations, etc. will be available on our course CANVAS site. Please review these prior to our course meetings.

b. Class schedule

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Agenda</th>
<th>Required Readings &amp; Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1: Oct 1</td>
<td>Planning your graduate student career and living a healthy life</td>
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<tr>
<td>Week 2: Oct 8</td>
<td>Identifying and exploring different career paths</td>
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<tr>
<td>Week 3: Oct 15</td>
<td>Identifying funding (internal and external sources)/Research resources (e.g. icpsr data, etc)/Research ethics</td>
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<tr>
<td>Week 4: Oct 22</td>
<td>Workshopping Research internship ideas</td>
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</table>
c. Assignments

All assignments, with the exception of the in class presentation, are due on Dec. 17th, 11:59 pm. Feel free to turn them in earlier if you would like me to provide more comments. Assignment instructions will be posted to CANVAS

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Due date</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>CV Draft</td>
<td>Dec 17</td>
<td>25</td>
</tr>
<tr>
<td>Research Internship presentation</td>
<td>Oct 22</td>
<td>25</td>
</tr>
<tr>
<td>Mentoring plan</td>
<td>Dec 17</td>
<td>25</td>
</tr>
<tr>
<td>Class participation</td>
<td>Dec 17</td>
<td>25</td>
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d. Attendance and class participation

Attendance and class participation are essential aspects of learning. We have moved our class online in order to make participation easier. Class participation grades will consist of your self assessment of participation and your actual attendance in class.

e. Grading

Grading for this course will be S/U. Students will need to have 75 points in order to receive an S in the course. With the exception of the informal class presentation on 10/22 all assignments are due on Dec 17.
f. Class Recording and Course Materials

Audio and video recording of in-class lectures and discussions is prohibited without the advance written permission of the instructor. Students with an approved accommodation from the Office of Services for Students with Disabilities permitting the recording of class meetings must present documentation to the instructor in advance of any recording being done. The instructor reserves the right to disallow recording for a portion of any class time where privacy is a special concern. If the instructor chooses to record a class, they will decide which classes, if any, are recorded, what portion of each class is recorded, and whether a recording is made available on the course management website. On days when classes are recorded, students will be notified a recording is occurring. Class recordings and course materials may not be reproduced, sold, published or distributed to others, in whole or in part, without the written consent of the instructor. Additional information on class recordings can be found the Recording and Privacy Concerns FAQ:

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g. COVID-19 Statement

For the safety of all students, faculty, and staff on campus, it is important for each of us to be mindful of safety measures that have been put in place for our protection. Your participation in this course is conditional upon your adherence to all safety measures mandated by the state of Michigan and the University, including properly wearing a face covering in class and compliance with the University COVID-19 Vaccination Policy. Other applicable and additional safety measures may be described in the Campus Maize & Blueprint. Your ability to participate in this course may be impacted by failure to comply with campus safety measures. Individuals seeking to request an accommodation related to the face covering requirement under the Americans with Disabilities Act should contact the Office for Institutional Equity and those seeking an exemption related to the vaccination requirement should submit an exemption request through WolverineAccess. I also encourage you to review the Statement of Student Rights and Responsibilities and the COVID-related Addendum to the Statement of Student Rights and Responsibilities.

h. Health-Related Class Absences

Please evaluate your own health status regularly and please refrain from coming to campus if you are ill. You are encouraged to seek appropriate medical attention for treatment. School of Social Work students who miss class due to illness of any kind will be given opportunities to access course materials online or provided with alternative learning opportunities. Please notify me by email about your absence as soon as practical, so that I can make accommodations. Please note that documentation (a doctor’s note) for medical excuses is not required.
Additional School and University policies, information and resources are available here: https://ssw.umich.edu/standard-policies-information-resources. They include:

- Safety and emergency preparedness
- Mental health and well-being
- Teaching evaluations
- Proper use of names and pronouns
- Accommodations for students with disabilities
- Religious/spiritual observances
- Military deployment
- Writing skills and expectations
- Academic integrity and plagiarism