

GEOG 8109: Graduate Student Professionalization, Autumn 2018

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This required graduate course orients students to the department, to the academic discipline of geography, and to the expectations of the Geography's graduate programs. Students will learn strategies to seek professionalization opportunities on an ongoing basis.

By the end of the semester, each student will:

- Have basic knowledge about the Academy (what it is and how it works) and OSU Geography
- Have a clear understanding of departmental expectations and opportunities
- Reflect on their emerging professional identity and goals
- Become a member of the departmental community
- Have practical knowledge necessary for their success. Practical knowledge topics may include the following:
 - Developing your CV (as both your career and documentation of your career)
 - Becoming an expert in your field
 - Quality of life: time management, anxiety management, extra challenges for members of underserved groups, “balance”/not burning out
 - Research networks, including your advisor and committee (roles, the advising relationship) and broader networks (what, why, how)
 - Conducting research across the lifecycle of a research project:
 - Responsible conduct of research, including collaboration and ethics
 - Research design and proposals for grant and fellowship funding
 - Data collection and analysis
 - Writing, including how to get it done!
 - Oral presentations, including the importance of conferences
 - Publishing: types, timing, the peer review process, etc.
 - Giving and getting feedback (informal and formal)
 - Teaching and pedagogy (for TAs and full instructors):
 - Evaluation/grading
 - Being in the classroom
 - Handling problems
 - Course design
 - Service to the university and discipline: what, why, and how
 - Careers, including the range of options (academic and non-academic) and the academic job search (timing, applications, interviews, negotiations, etc.)
 - Being part of a department (or other work community)

Requirements:

1. **Attendance and participation is required in all class sessions.** This means arriving to class on-time and staying for the whole class. If you have to miss a class for any reason, you must make arrangements with me for a make-up essay of at least 1500 words, related to the day you miss. For each day you miss a class but do *not* complete a make-up assignment, your final course grade will be decreased by one step (e.g. from A to A-).

Participation means being actively engaged in discussions. I recognize that some people are more comfortable than others at speaking in groups. At minimum, contribute to discussions at least once every class. Also, when you are not speaking, you must still be actively engaged: listening, following the discussion, taking notes, etc. It is not sufficient to be present but not engaged (e.g. surfing the web, texting, sleeping).

2. **Readings** should be completed before class. All readings are available in digital form through the library, and hardcopies of the Kelsky and Wentz books on reserve at the 18th Ave library.
 - Main text: [Kelsky, Karen, 2015. *The Professor Is In*. New York, NY: Three Rivers Press.](#)
 - Supplemental text: [Wentz, Libby, 2014. *How to Design, Write, and Present a Successful Dissertation Proposal*. Sage.](#)
 - Other articles and websites will be assigned as needed.
3. **Attend departmental talks.** Turn in a one-paragraph response to Carmen by the following Monday.
4. **Lead discussion.** At least twice during the semester you will pair up with another student to lead the class on the day's topic. Before class, you will prepare discussion questions and/or other activities and you will run them by me.
5. **Assignments (see the schedule for due dates; assignments will be discussed in class)**
 - a. Departmental talk responses: see above
 - b. Faculty website review
 - c. Analyze an exemplary CV of an academic you admire
 - d. IDP: Complete an Individual Development Plan
 - e. RCR: Complete the online Responsible Conduct of Research course (Social sciences version)
 - f. Write/revise your CV and your Portfolio (as required for spring review)
 - g. Produce an annotated bibliography of publications by your advisor and potential committee members.
 - h. End-of-semester presentation on "why do I have the research interests I have"

PROPOSED Schedule: Open to revision based on student interests and concerns

Note that I expect to cover topics such as diversity and good citizenship throughout the semester. We will also have faculty visit the class throughout the semester.

Week	Date	Topic	Reading	Due
1	8/24	Introductions to each other, the department, and the university	[Optional: Kelsky : 1, 2, 11]	
2	8/31	Expectations for your degree and beyond	Graduate Handbook Kelsky: 3, 5, + pp 286-88	Review of faculty websites
3	9/7	CVs and portfolios	Kelsky: 14, 24, 22, 27, 28 Wentz : 3	Analysis of exemplary CV. <i>Also, upload your own CV.</i>
4	9/14	Working independently: academic literature, time management, networking	Kelsky: 6, 7, 18, 20, 55, 56 Wentz: 5, 7, 8	IDP: assessment phase
5	9/21	The research lifecycle/responsible conduct of research	Wentz: 2	RCR: modules 1-4
6	9/28	Research design, funding, and proposals	Kelsky: 17, 51, 52	IDP: goals phase
7	10/5	Writing (and giving/getting feedback)	Wentz: 6 Destination Dissertation: Ch 9	Draft research statement
8	10/12	NO CLASS—Autumn Break		Annotated bibliography
9	10/19	Conferences/presentations (+ ELDAAG conference in Ada, OH)	Kelsky: 19	IDP: discuss with your advisor (get advisor signature)
10	10/26	Publishing	Kelsky: 16	RCR: modules 5-7
11	11/2	Teaching	Kelsky: 15, 25, 26	Draft teaching statement
12	11/9	NO CLASS		RCR: modules 8-9
13	11/16	Career options/job searches	TBD, chosen from Kelsky: 4, parts II, V, IV, VII, X	Draft professional development/service statement
14	11/23	NO CLASS—Thanksgiving		
15	11/30	Individual Presentations		Presentations
Finals	Mon 12/10, 10am			Revised IDP, CV, and portfolio

ACADEMIC INTEGRITY (ACADEMIC MISCONDUCT)

Academic integrity is essential to maintaining an environment that fosters excellence in teaching, research, and other educational and scholarly activities. Thus, The Ohio State University and the Committee on Academic Misconduct (COAM) expect that all students have read and understand the University's *Code of Student Conduct*, and that all students will complete all academic and scholarly assignments with fairness and honesty. Students must recognize that failure to follow the rules and guidelines established in the University's *Code of Student Conduct* and this syllabus may constitute "Academic Misconduct."

The Ohio State University's [Code of Student Conduct \(Links to an external site.\)](#)[Links to an external site.](#) (Section 3335-23-04) defines academic misconduct as: "Any activity that tends to compromise the academic integrity of the University, or subvert the educational process." Examples of academic misconduct include (but are not limited to) plagiarism (see more below), collusion (unauthorized collaboration), copying the work of another student, and possession of unauthorized materials during an examination. Ignorance of the University's *Code of Student Conduct* is never considered an "excuse" for academic misconduct, so I recommend that you review the *Code of Student Conduct* and, specifically, the sections dealing with academic misconduct.

If I suspect that a student has committed academic misconduct in this course, I am obligated by University Rules to report my suspicions to the Committee on Academic Misconduct. If COAM determines that you have violated the University's *Code of Student Conduct* (i.e., committed academic misconduct), the sanctions for the misconduct could include a failing grade in this course and suspension or dismissal from the University.

If you have any questions about the above policy or what constitutes academic misconduct in this course, please contact me. Other sources of information on academic misconduct and academic integrity to which you can refer include:

- [The OSU Committee on Academic Misconduct](#) and its [Resources page](#).
- [Ten Suggestions for Preserving Academic Integrity](#)
- [Eight Cardinal Rules of Academic Integrity](#)

Plagiarism: Plagiarism encompasses all activities in which you use another person's ideas without acknowledging that you are doing so. Plagiarism ranges from direct copying of someone else's words to using someone else's ideas without being clear the ideas are not yours. Please use citations to differentiate between your ideas and those you got from other sources (such as books, articles, and webpages).

DISABILITY SERVICES

The University strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can privately discuss options. You are also welcome to register with Student Life Disability Services to establish reasonable accommodations. After registration, make arrangements with me as soon as possible to discuss your accommodations so that they may be implemented in a timely fashion. SLDS contact information: 614-292-3307; slds.osu.edu; 098 Baker Hall, 113 W. 12th Avenue.

OSU COUNSELING AND CONSULTATION SERVICES

A recent American College Health Survey found stress, sleep problems, anxiety, depression, interpersonal concerns, death of a significant other and alcohol use among the top ten health impediments to academic performance. Students experiencing personal problems or situational crises are encouraged to contact the OSU Counseling and Consultation Services (292-5766; <http://www.ccs.ohio-state.edu>) for assistance, support, and advocacy. This service is free to students and is confidential.