

Syllabus

AEC 6932 – Strategies for Success as a University Faculty Member Summer 2015, Wednesdays, Periods 2-3

Instructor

Dr. Ed Osborne

Professor and Chair

Department of Agricultural Education and Communication

303 Rolfs Hall, University of Florida

352-273-2613, ewo@ufl.edu

Office hours: 8:00 – 10:00 AM, Wednesdays

Course Description

Roles and responsibilities of university faculty members in agricultural education and communication; performance expectations; strategies for successful tenure and promotion; planning and executing teaching, research, and extension programs based upon formal position assignments. (two credits)

Prerequisites

Doctoral students enrolled in the final summer term or fall semester of their degree programs.

General Course Objectives

Upon completion of the course students should be able to:

1. plan for and effectively execute teaching, research, and extension assignments;
2. develop and effectively use a personal time management system;
3. determine program priorities based upon formal position assignments;
4. structure their efforts as a new faculty meeting for successful tenure and promotion;
5. effectively execute academic advising responsibilities;
6. establish positive and effective communications and relationships with faculty; colleagues, university administrators, and constituents;
7. evaluate and compete effectively for university faculty positions; and
8. serve as contributing citizens of their academic units and institutions.

Text

No text is required. Selected readings will be incorporated into class discussions.

Assignments and Grading

A contract grading strategy will be used for the course (attached). The standard 10-point grading scale will be used (90-100 = A, etc.). Minus or plus grades will not be assigned.

Academic Honesty

In 1995 the UF student body enacted an [honor code](#) and voluntarily committed itself to the highest standards of honesty and integrity. When students enroll at the university, they commit themselves to the standard drafted and enacted by students.

The Honor Pledge: We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.

On all work submitted for credit by students at the university, the following pledge is either required or implied: **"On my honor, I have neither given nor received unauthorized aid in doing this assignment."**

Students should report any condition that facilitates dishonesty to the instructor, department chair, college dean, Student Honor Council, or Student Conduct and Conflict Resolution in the Dean of Students Office. (*Source: 2012-2013 Undergraduate Catalog*)

All work will be completed independently unless the assignment is defined as a group project, in writing by the instructor. This policy will be vigorously upheld at all times in this course.

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- *University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, www.counseling.ufl.edu/cwc/*
 - Counseling Services
 - Groups and Workshops
 - Outreach and Consultation
 - Self-Help Library
 - Training Programs
 - Community Provider Database

- *Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/*

The Dean of Students Office provides individual assistance to students with documented disabilities based upon the need and impact of the specific disability. There is no requirement for a student to self-identify his/her disability. However, students requesting classroom accommodations must register with the Dean of Students Office in 202 Peabody Hall, 392-1261 (Voice) 392-3008 (TDD). The Dean of Students Office will provide documentation to the student who must then provide this documentation to the instructor when requesting accommodation.

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues.

0001 Reid Hall, 352-392-8565, www.dso.ufl.edu/drc/

AEC 6932 – Strategies for Success as a University Faculty Member (2015)

<u>Session</u>	<u>Topic*</u>
May 13	Course Overview Preliminary Discussion and Selection of Course Topics
May 20	AAAE Conference – no class
May 27	Time Management / Work/Life Balance
June 3	Seeking Faculty Positions Applying, Interviewing, and Negotiating
June 10	Collaborating with Other Faculty
June 17	Effective Teaching
June 24	Summer break – no class
July 1	Conducting Research / Securing and Managing Grants
July 8	Securing and Managing Grants
July 15	Planning for Tenure and Promotion
July 29	Teaching, Research, and Extension/Outreach Expectations
August 5	Being a Good Citizen and Leader in my Department and Profession Final Thoughts