Instructor: A. Soliman
Office: TBA
Office Hours: TBA
Other times: By appointment only
Lecture Hours: Tuesday/Thursday 12:30pm-1:20pm

Course Description: This course involves presentation and discussion of selected topics relating to the professional skills of practicing biological scientists including literature searches, reviews, paper and poster presentations, professional opportunities and job requirements. The course also covers application of scientific literature research skills, including a review of library services pertinent to science, an introduction to ethical issues in science, and guidance on application completion and interviewing.

Student Learning Outcomes:
Upon completion of this course, students will be able to perform these outcomes:

1. Design and write professional scientific documents (resumes, personal statements) used in employment searches or application to graduate and/or professional schools.
2. Distinguish between primary reports and reviews of scientific literature.
3. Describe and construct the components of primary scientific literature in the A-IMRAD format.
4. Design a hypothesis of a biological problem, based on extension of a problem from primary scientific literature.
5. Produce a poster and a Power Point presentation of the analysis of this biological problem.
6. Assess and critique the hypotheses, approach, and presentations of peers in a professional manner.
7. Assess and explain ethics in science, and classify examples of scientific misconduct.
8. Complete a job application that stimulates interest and understand the interview process.

Textbooks--Required
**Additional References**: Information may be taken from these and presented in lecture, but the student will **not be expected** to buy them.


**Supplies/materials required (at student cost)**: Textbook, tri-fold poster for poster presentation, copies of papers required for your project (do off library databases).

**Audience Defined**: Rising sophomore and junior Biology and BIMS students.

**REQUIRED UNIVERSITY POLICIES**

**Students with Disabilities and Veterans**: All programs in Life Sciences (LSCI) comply with the federal Americans with Disabilities Act (ADA) of 1990, including the ADA Amendments from 2008 (PL 110-325). This anti-discrimination statute provides civil rights protection for persons with disabilities. This statute requires that all qualified students with disabilities be guaranteed a learning environment that provides reasonable accommodations of their disabilities. This act also includes **returning veterans** who may be experiencing cognitive and/or physical access issues in the classroom or on campus. If you are a returning veteran or you suspect that you may have a disability requiring accommodation, please contact the Office of Disability Services (located in Driftwood 101) at (361) 825-5816. Please contact this office in a timely manner, as they must review requests and prepare accommodations and send the accommodation letters.

If you need disability accommodations in this class, please contact the instructor as soon as possible. If you have mobility problems, are pregnant, or you may have a history of seizures, please notify the instructor PRIVATELY so that assistance can be given in case of fire drills or emergencies. Please have your Faculty Notification Letter from the Disabilities Service Office when you talk with Paul Silva.

**Grade Appeals**: As stated in University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures, a student who believes that he or she has not been held to appropriate academic standards as outlined in the class syllabus, equitable evaluation procedures, or appropriate grading, may appeal the final grade given in the course. The burden of proof is upon the student to demonstrate the appropriateness of the appeal. A student with a complaint about a grade is encouraged to first discuss the matter with the instructor. For complete details, including the responsibilities of the parties involved in the process and the number of days allowed for completing the steps in the process, see University Procedure 13.02.99.C2.01, Student Grade Appeal Procedures. These documents are accessible through the University Rules website at


and the College of Science and Engineering Grade Appeals webpage (http://sci.tamucc.edu/students/GradeAppeal.html). For assistance and/or guidance in the grade appeal process, students may contact the chair or director of the appropriate department or school, the Office of the College of Science and Engineering Dean, or the
Office of the Provost.

**Dropping the course:** Hopefully, you will not find it necessary to drop this or any other class. However, events can sometimes occur that make dropping a course necessary or wise. *Please consult with me* before you decide to drop to be sure it is the best thing to do. Should dropping the course be the best course of action, you must initiate the process to drop the course by going to the Student Services Center and filling out a course drop form. Just stopping attendance and participation WILL NOT automatically result in your being dropped from the class.

Deadline to drop course with a “W” grade: **April 10, 2015**
Deadline to withdraw from University for the spring session: **May 4, 2015**

**Academic Integrity/Plagiarism:** University students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity or plagiarism. (Plagiarism is the presentation of the work of another as one’s own work.) In this class, academic misconduct or complicity in an act of academic misconduct on an assignment or test will result in a zero on the assignment.

**Statement of Academic Continuity:** In the event of an unforeseen adverse event, such as a major hurricane and classes could not be held on the campus of Texas A&M University–Corpus Christi, this course would continue through the use of Blackboard and/or email. In addition, the syllabus and class activities may be modified to allow continuation of the course. Ideally, University facilities (i.e., emails, web sites, and Blackboard) will be operational within two days of closing the physical campus. However, students need to make certain that the course instructor has a primary and a secondary means of contacting each student.

If class is cancelled due to a pending hurricane, that information is sent via your **islander.tamucc.edu account**. **It is strongly suggested that students have a functioning islander.tamucc.edu account!!** I will also try to send it within Blackboard 9.1, as stated above. **I will not send out personal information regarding grades through other types of e-mail servers, only through islander.tamucc.edu. Please make sure this account is working.**

**IF CLASS IS CANCELLED, THEN ASSIGNMENTS DUE ON THAT DAY ARE EXPECTED ON THE NEXT DAY THAT CLASS RESUMES!!**

**Statement of Civility:** Texas A&M University-Corpus Christi has a diverse student population that represents the population of the state. Our goal is to provide you with a high quality educational experience that is free from repression. You are responsible for following the rules of the University, city, state and federal government. We expect that you will behave in a manner that is dignified, respectful and courteous to all people, regardless of sex, ethnic/racial origin, religious background, sexual orientation or disability. Behaviors that infringe on the rights of another individual will not be tolerated.

**CLASS POLICIES**

**Attendance:** Students are expected to attend *every scheduled class*, including Bell Library and Career Center presentations. *It is the responsibility of the student to obtain any material missed during an absence from his/her classmates. Power Point slides are usually not provided on Blackboard 9.1 for students present in class, and will*
not be provided for late or absent students. Two unexcused absences are allowed for this class. You will get 10 points subtracted for the first unexcused absence (receive 40), 20 for the second (receive 30), and 50 pts for the third (receive zero). For the fourth absence, I subtract additional points, so you get 50 points taken away (-50). Three unexcused tardies equals one unexcused absence.

Missed or tardy assignments: Students will be given a Late Assignment Penalty for tardy work: 10% assignment grade deduction per class day late. However, after the 3rd day, late assignments will not be accepted. In-class late assignments are defined by being turned in after 10:05 am. Please note that assignments may be sent to me by e-mail or slid under my office door; tardiness is determined by the time noted on the instructor’s Inbox, but allowances can be made for server problems. Files contaminated by viruses, spyware, and worms will not be accepted. Missed extra credit assignments cannot be made up for unexcused absences; approved University absences may be given alternative extra credit work which may NOT be identical to the missed assignment.

Citation format: Please use Council of Science Editors format. You WILL learn this format in this class!!

Classroom Behavior: “Texas A&M University-Corpus Christi, as an academic community, requires that each individual respect the needs of others to study and learn in a peaceful atmosphere. Under Article III of the Student Code of Conduct, classroom behavior that interferes with either (a) the instructor’s ability to conduct the class or (b) the ability of other students to profit from the instructional program may be considered a breach of the peace and is subject to disciplinary sanction outlined in Article VII of the Student Code of Conduct. Students engaging in unacceptable behavior (including excessive text messaging) may be instructed to leave the classroom. This prohibition applies to all instructional forums, including classrooms, electronic classrooms, labs, discussion groups, field trips, etc.”

Professional Courtesy: DO NOT USE CAMERA PHONES IN LECTURE OR LAB. DO NOT SEND TEXT MESSAGES DURING CLASS. Please turn off all cell phones, beepers, Bluetooth devices, iPhones, Palm Pilots, Black Berrys, etc., before entering the classroom, or at least place them on silent or airplane mode. I would prefer that earpieces not be worn in lecture. Recording of lectures with tape recorders can only be done with permission of instructor. Please refrain from eating in class; if you must eat for medical reasons, please see me privately.

List-serve: All students must subscribe to Opportunities List Serve. To subscribe, send a separate e-mail to opportunities-list-request@sci.tamucc.edu. Make sure that your e-mail appears in the “From” heading. In the subject heading, type “subscribe,” then send the e-mail. Next, you will receive a second message with a long set of letters and numbers in the subject line. You must also reply to that message in order to be subscribed to the list-serve.

You may not receive the messages from the list-serve if your Internet service provider (Yahoo, Hotmail, Excite, Roadrunner, Grande, etc.) filters these messages. You may have to adjust the filters on your inbox to keep these messages from being placed in junk-mail. I will be placing more information on Blackboard 9.1, including either the papers assigned, or a link.

At the end of the course, if you want to unsubscribe, send an e-mail that contains your e-
mail address in the “From” heading. In the subject heading, type ”unsubscribe,” then send the e-mail. I hope that students will continue to subscribe to opportunities-list@sci.tamucc.edu!

**Computer Literacy Requirement:** BIOL/BIMS 2200 includes use of various software programs (Word, Power Point, etc.) and students demonstrate computer competency within their assignments. **All assignments must be typed** on a computer using word processing programs—holographic assignments will not be accepted in most cases. "Successful completion of this class will satisfy the university computer literacy requirement."

**Evaluation:** Final exam is cumulative, and will consist of a mixture of short answer, essay, multiple choice, multiple-multiple choice (Type K), descriptive T/F.

Grading scale and activities required— See Fridge Printout! Please note that all assignments are due at the START of class (by 10:05 am) unless otherwise noted. All assignments **must be typed** unless otherwise noted.

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Unexcused absences in excess of the grace allowance of two (2) will result in a penalty of one-half (1/2) letter grade per each additional absence (50 points subtracted). This rule will be strictly enforced! Again, note that three unexcused tardies equals one unexcused absence.

The professor makes the decision as to what constitutes an unexcused absence, as defined by the Catalogue and the University Handbook. Please schedule routine personal events (e.g., vacations, weddings, reunions, non-emergency medical or dental visits, parent-teacher conferences, household or auto repairs) to avoid conflicts with your classes. Oversleeping is never an acceptable excuse. Caveat: The syllabus is a general guide; deviations may be necessary. **Such changes will be announced during regularly scheduled lecture periods, through the distribution list or Blackboard 9.1, but no attempt will be made to contact students who were absent when an announcement was made. Responsibility to keep up with the changes in the syllabus lies with the student! Please note that some modifications may be implemented without prior warning.**

**Warning:** Poster and Power Point presentations may occur on the day of the Final Exam.