

WL 490 -- Undergraduate (Sophomore) Seminar -- Fall 2009

Tuesday, 3:00-3:50 p.m., SNP 103

Instructor: Dr. Michael Brown, SNP 141 B Email: Michael.Brown@sdstate.edu
Phone: 688-6121, office hours: Mon. and Wed. 8-10 am.

Text: Hewitt, D.A., W.E. Pine III, and A.V. Zale, editors. 2006. An AFS guide to fisheries employment, second edition. American Fisheries Society, Bethesda, Maryland

Seminar purpose: Sophomore seminar is our "employment" seminar. We will present information on resumes, interviewing skills, graduate school, professional societies, etc., and then acquaint the student with employment requirements and careers in various agencies and employers in the field of wildlife and fisheries management through the use of guest speakers.

Grading/Attendance policy: This course does not involve any testing and has satisfactory/unsatisfactory grading. Therefore, to pass the course, attendance is **mandatory**. Roll will be taken at each seminar meeting. Students will be allowed no more than **TWO ABSENCES** during the semester to receive a "satisfactory" grade for the course. Further absences will result in an "unsatisfactory" grade. This is a required course for Wildlife and Fisheries Sciences majors, and will need to be re-taken if an unsatisfactory grade is earned.

In addition to attendance, a satisfactory grade will also require the first draft of a resume that you must submit to me by the date designated in the schedule below. We will discuss resume development early in the semester.

Schedule:

Note: the schedule is subject to change.

September		
1	No Class (AFS meeting)	
8	Introduction, resumes, cover letters	M. Brown
15	Text overview, professional societies	M. Brown, K. Jensen
22	Interviewing and career preparation	Susan Fredrickson
October		
6	Research associate and term positions	Cari-Ann Hayer
13	Graduate school	Mike Weber
20	No class; resumes due in Brown's mailbox	SNP 138, by 5 p.m.
27	USFWS Refuge System, SCEP, and STEP	Bridgette Flanders-Wanner, USFWS
November		
3	SDGFP-Wildlife	Tom Kirschenmann, Chief of Terrestrial Resources
10	SDGFP- Fisheries	Geno Adams, Fisheries Program Administrator
17	SDGFP Law Enforcement	Emmet Keyser, Assistant Director for Operations
24	Pheasants Forever	Ben Bigalke, Regional Biologist, SD/WY
December		
1	The Nature Conservancy	Pete Bauman
8	U.S. Fish and Wildlife Service	Kurt Forman, Brookings Wildlife Habitat Office

ADA Statement: Students are entitled to reasonable accommodations under the provisions of the American with Disabilities Act. Those in need of such accommodation should notify the instructor and make appropriate arrangements with the SDSU Office of Disabilities Services, 110 West Hall, 688-4504 or 688-4032.

ACADEMIC FREEDOM AND RESPONSIBILITY

Freedom in learning: Students are responsible for learning the content of any course of study in which they are enrolled. Under Board of Regents and University policy, student academic performance shall be evaluated solely on an academic basis and students should be free to take reasoned exception to the data or views offered in any course of study. Students who believe that an academic evaluation is unrelated to academic standards but is related instead to judgment of their personal opinion or conduct should first contact the instructor of the course. If the student remains unsatisfied, the student may contact the department head and/or dean of the college which offers the class to initiate a review of the evaluation.

Department of Wildlife and Fisheries Sciences Academic Dishonesty Policy (Revised Nov. 2000)

The Department and the University have taken a strong and clear stand regarding academic dishonesty. We believe that it is unethical and unprofessional to present work done by others in a manner indicating that the student/s is/are presenting material as his/her original ideas or work; such activity is academic dishonesty. Plagiarizing or knowingly assisting others in plagiarizing on tests, quizzes, problems, assignments, research papers, theses, dissertations, or other academic activities is unacceptable behavior. All academic work completed by students is expected to be the original work of that individual student, unless permission is specifically granted beforehand by the faculty member for some form of team effort or other format. If students are unsure if a particular activity may be regarded as a form of academic dishonesty they should consult the faculty member before undertaking such an activity.

The University has a policy on academic honesty, procedures for academic grade and dishonesty appeals, and sanctions for such activities (see Student Code). The Student Code has **different** procedures for undergraduate and graduate students.

The Department policy described in this handout is intended to attempt to address perceived academic dishonesty violations between the faculty member/s and student/s **before** Student Code procedures are implemented. This is done because under Student Code procedures the **minimum** penalty for academic dishonesty is Disciplinary Probation. These added Department steps (Steps 1, 2, and 3 of the Undergraduate Student and Graduate Student Procedures) should not be construed as an attempt to circumvent the Student Code system; both students and/or the faculty member have the option to go directly into that system. The Department procedures portion of this policy is only available to a student one time; any second perceived offense will immediately follow the Student Code procedures.

Undergraduate Student Procedure

When a student/s is/are determined to have broken the Academic Dishonesty Policy, he/she will be notified **verbally** by the faculty member involved as to the problem and sanction selected. This is similar to procedures 02:02:01:03 and 02:02:01:04 in the Student Code. The faculty member will do this immediately after the perceived violation occurs. Sanction options available to the faculty member are as follows:

- provide the student/s a grade of zero or some other score on the test, quiz, problem, assignment, or other academic endeavor involved;
- provide the student/s a grade of F in the course;
- request that the student/s withdraw from the course;
- request that the student/s change the grading for the course to an audit□ or
- immediately refer the case to the Student Code procedures.

The sanction selected is at the discretion of the faculty member, based on the seriousness of the situation.

If the student/s agrees to the sanction proposed by the faculty member the process is completed.

If the student/s does not agree to the sanction proposed by the faculty member, he/she has the right to appeal the faculty member's decision. This **Informal Phase Appeal** should be made directly **(both verbally and in writing)** to the faculty member involved within 5 class days of notification or within 7 calendar days of notification, if the incident is at the end of the semester. The faculty member may then modify or leave unchanged the sanction proposed in step 1. A copy of the student's **written appeal** and the faculty member's **written response** will be sent to the Department Head so that a confidential record to protect the student/s and the faculty member is established. The student/s written appeal and faculty member written response will be secured in the student's file until graduation or he/she leaves the program; if no further perceived violations have occurred these materials will be purged from the student's file.

If the student/s is/are still dissatisfied with the decision he/she can appeal to the Department Head. This **Informal Phase Appeal** should be made **verbally**. The Department Head will utilize this verbal appeal and the written student appeal and faculty written response described in step 3 to reach a decision. (These are steps 02:02:01:05, 02:02:01:06, and 02:02:01:07 in the **Informal Phase Appeal** process described in the Student Code).

If the student/s and faculty member agree with the Department Head's decision, the process is completed. Up to this point, no one other than the student/s, faculty member, and Department Head has been made aware of the situation.

If the student/s or faculty member is/are dissatisfied with the Department Head's decision they can enter the **Formal Phase** of the Student Code process (Student Code 02:02:02). It is the responsibility of the faculty member and student/s to be aware of the procedures and penalties involved.