Professional Development Seminar
Syllabus
Spring 2014

Instructor

Richard L. Edwards, Ph.D., Executive Vice President for Academic Affairs (Rutgers University) and Chancellor (Interim)--Rutgers-New Brunswick
Old Queens Building—First Floor
83 Somerset Street
New Brunswick, NJ 08901-1281
(732) 690-2434
redwards@oldqueens.rutgers.edu

Office hours: By appointment

Course description

This 1-credit seminar focuses on topics related to professional development for social work doctoral students who will be establishing careers in academic or research settings. The seminar covers ‘how-to’ knowledge and skills on topics including conference presentations, peer-reviewed publications, external funding, and the academic job search process. The course is facilitated by the Executive Vice President for Academic Affairs, and individual sessions feature invited faculty and others with expertise in these areas. The purpose of the course is to introduce students to these topics early in their doctoral studies so that they can incorporate professional development activities into their plans for study and research.

Course objectives

Upon completion of this course, it is expected that students will have:

1. Familiarity with the various types of academic and other types of career opportunities available to individuals with a Ph.D. in social work;

2. Understanding of the need for and be able to create a professional development plan for their remaining time as a doctoral student and for their initial years following receipt of their Ph.D. degree; and
3. Understanding of the academic job search process.

**Required texts**

While there are no required texts for this course, the following are recommended:


**Course requirements**

**Assignments and grading**

This course will be graded on a Pass-Fail Basis. To receive a grade of Pass, students are expected to attend and participate in all class session and to complete an acceptable written assignment which shall be due at the beginning of the final class session.

This written assignment will consist of a professional development plan that includes the following components:

1. An indication of the type of career you intend to pursue following completion of your Ph.D. (faculty member, policy analyst, program evaluator/researcher, etc.), including comments on the type of institution or agency you think where you would like to work in your first job after receiving your Ph.D.

2. Discussion of how you plan to structure your time as a doctoral student in terms of conference presentations, publications, and gaining teaching experience in order to best prepare yourself for your career following completion of your Ph.D.

More information about this assignment will be discussed in class.

**Class Schedule**

January 22—Introduction and Course Overview—Richard L. Edwards, Ph.D., Executive Vice President for Academic Affairs, Rutgers University
February 5— Presenting at Conferences—Patricia Findley, Ph.D., Associate Professor, School of Social Work, Rutgers University

February 19— How to Complete Your Dissertation in a Timely Manner—Lia Nower, Ph.D., Associate Professor, School of Social Work, Rutgers University

March 5— Publishing Journal Articles—Cathryn Potter, Ph.D., Dean and Distinguished Professor, Rutgers School of Social Work

March 26— Understanding the Process of Applying for Grants and Fellowships—Theresa Delcorso, Ph.D., Assistant Dean, Graduate School, Rutgers University

April 9— Academic Leadership—Brent D. Ruben, Ph.D., Distinguished Professor and Director, Center for Organizational Development and Leadership, Rutgers University

April 24— The Campus Job Interview—Kristin Scherrer, Ph.D., Assistant Professor, Rutgers School of Social Work

Academic Integrity

All work submitted in a graduate course must be your own.

It is unethical and a violation of the University’s Academic Integrity Policy to present the ideas or words of another without clearly and fully identifying the source. Inadequate citations will be construed as an attempt to misrepresent the cited material as your own. Use the citation style preferred by the discipline.

Plagiarism is the representation of the words or ideas of another as one’s own in any academic exercise. To avoid plagiarism, every direct quotation must be identified by quotation marks or by appropriate indentation and must be properly cited in the text or in a footnote. Acknowledgement is required when material from another source is stored in print, electronic, or other medium and is paraphrased or summarized in whole or in part in one’s own words. To acknowledge a paraphrase properly, one might state: “to paraphrase Plato’s comment…” and conclude with a footnote identifying the exact reference. A footnote acknowledging only a directly quoted statement does not suffice to notify the reader of any preceding or succeeding paraphrased material. Information which is common knowledge, such as names of leaders of prominent nations, basic scientific laws, etc., need not be footnoted; however, all facts or information obtained in reading or research that are not common knowledge among students in the course must be acknowledged. In addition to materials specifically cited in the text, only materials that contribute to one’s general understanding of the subject may be acknowledged in the bibliography. Plagiarism can, in some cases, be a subtle issue. Any question about what constitutes plagiarism should be discussed with the faculty member.
Disability Accommodation

Please Note: Any student who believes that s/he may need an accommodation in this class due to a disability should contact the Office of Disability Services, Kreeger Learning Center, 151 College Avenue; dfoffice@rci.rutgers.edu; 732-932-2847.
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