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## Term Information

Effective Term Spring 2024

## General Information

Course Bulletin Listing/Subject Area Evol, Ecology & Organismal Bio  
Fiscal Unit/Academic Org Evolution, Ecology & Org Bio - D0390  
College/Academic Group Arts and Sciences  
Level/Career Undergraduate  
Course Number/Catalog 3496  
Course Title Career Exploration in Evolution & Ecology  
Transcript Abbreviation Careers Evol Ecol  
Course Description This course aims to provide resources for students who would like to seek careers in Ecology and Evolution in academia, industry, government, and non-government organizations. Students will have mock interviews and be advised on graduate and professional school applications. In addition, students will prepare personal and research statements and a formal CV/resume.  
Semester Credit Hours/Units Fixed: 2

## Offering Information

Length Of Course 14 Week  
Flexibly Scheduled Course Never  
Does any section of this course have a distance education component? No  
Grading Basis Letter Grade  
Repeatable No  
Course Components Lecture  
Grade Roster Component Lecture  
Credit Available by Exam No  
Admission Condition Course No  
Off Campus Never  
Campus of Offering Columbus

## Prerequisites and Exclusions

Prerequisites/Corequisites 3 credit hours in biological sciences  
Exclusions  
Electronically Enforced Yes

## Cross-Listings

Cross-Listings

## Subject/CIP Code

Subject/CIP Code 26.1310  
Subsidy Level Baccalaureate Course  
Intended Rank Freshman, Sophomore, Junior

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## Requirement/Elective Designation

The course is an elective (for this or other units) or is a service course for other units

## Course Details

### **Course goals or learning objectives/outcomes**

- a. Make informed decisions on career opportunities in ecology, evolutionary biology, zoology, wildlife conservation, and graduate and professional schools
- b. Understand the skills, background, and academic record required to attain research- and non-research related jobs in ecology, zoology, organismal biology, behavioral science, wildlife conservation and higher education opportunities
- c. Understand the job search process and prepare a winning CV/resume for academia, industry, government, and NGOs
- d. Gain important writing and presentation skills, address broader implications of research

### **Content Topic List**

- An Overview of Career Paths in Research, Academia, Industry, Government, & NGOs  
Research Skills, Background, Academic Record, Extracurriculars  
Effective Job Search  
Non-linear careers
- CV/Resume Preparation  
Interview Preparation, Seminars  
Research Statements  
Effective Scientific and Professional Writing Skills  
Preparing Portfolios, Personal Statements  
Transitioning from college to work or professional/graduate schools
- Research as a business, lab support from industry and government, mentorship  
Equal Employment Opportunities, Implicit Biases: Detecting Bias in Interviews and Evaluations  
No

### **Sought Concurrence**

## Attachments

- EEOB 3496 Career Exploration\_4\_17\_23.docx  
*(Syllabus. Owner: Hamilton, Ian M)*
- EEOB Curriculum Maps April 2023.xlsx: Curriculum Maps  
*(Other Supporting Documentation. Owner: Hamilton, Ian M)*

## Comments

- This course and EEOB 3495 (Research Ethics) have been developed with the intent of being included in an undergraduate research certificate in evolution and ecology. However, approval of these courses is not contingent upon approval of the certificate, and the certificate is not yet far enough along to submit concurrently *(by Hamilton, Ian M on 04/19/2023 10:23 AM)*

**COURSE REQUEST**  
3496 - Status: PENDING

Last Updated: Vankeerbergen, Bernadette  
Chantal  
04/19/2023

**Workflow Information**

Status	User(s)	Date/Time	Step
Submitted	Hamilton, Ian M	04/19/2023 10:23 AM	Submitted for Approval
Approved	Hamilton, Ian M	04/19/2023 10:24 AM	Unit Approval
Approved	Vankeerbergen, Bernadette Chantal	04/19/2023 12:28 PM	College Approval
Pending Approval	Jenkins, Mary Ellen Bigler Hanlin, Deborah Kay Hilty, Michael Vankeerbergen, Bernadette Chantal Steele, Rachel Lea	04/19/2023 12:28 PM	ASCCAO Approval



# SYLLABUS

# EEOB 3496

## Career Exploration in Ecology and Evolution

Autumn 2023 (full term)  
2 credit hours

Lecture: MW: 9:10-10:05

## COURSE OVERVIEW

### Instructor

Instructor: Dr. Zeynep Benderlioglu

Email address: [benderlioglu.1@osu.edu](mailto:benderlioglu.1@osu.edu) (preferred contact method)

Phone number: 614 292 5964

Office hours: By appointment over zoom

### Prerequisites

Minimum 3 credit hours in biological sciences or permission of the instructor

### Course description

This course aims to provide resources for students who would like to seek careers in higher education, industry, government, nonprofit agencies, and research related jobs. While our focus will be career exploration in the fields of *Ecology, Behavioral Ecology, Evolutionary Biology, Zoology, and Wildlife Conservation*, students interested in other fields may benefit from the course material in receiving help with setting clear career goals, create a personal profile, and receive valuable feedback.

We will have weekly readings that are related to exploring these career opportunities. Throughout the semester, we will have seminars that will feature guest lecturers from these

institutions, OSU Alumni Association, Arts and Sciences Career Services, and faculty and postdocs from several labs in EEOB. We will also have mock interviews where you will prepare interview questions for your peers, take an interview yourself, and evaluate both yourself and others in potential career opportunities ranging from Wildlife Conservation to veterinary medicine. Additionally, you will be advised on graduate and professional school applications and get help with writing personal/research statements in addition to a formal CV/resume.

## Course learning outcomes

After successful completion of this course, students will be able to:

- a. Make informed decisions on career opportunities in ecology, zoology, evolutionary biology, wildlife conservation, and graduate and professional schools
- b. Understand the skills, background, and academic record required to attain research-related jobs in ecology, zoology, organismal biology, behavioral science, wildlife conservation and higher education opportunities
- c. Understand the job search process and prepare a winning CV/resume
- d. Gain important writing and presentation skills, address broader implications of research

## HOW THIS COURSE WORKS

This class is delivered in person twice weekly for 80 minutes each in a lecture format.

**Credit hours and work expectations:** This is a 2-credit-hour course. According to Ohio State policy ([go.osu.edu/credithours](http://go.osu.edu/credithours)), students should expect around 6 hours per week of the average student's time including class hours, required to earn the average grade of (C) in this course.

### **Attendance and participation requirements:**

Our class is very hands-on drawing heavily on learning from guest speakers, your peers, and your instructor. Therefore, attendance will count towards 15% of your grade.

- **Office hours: OPTIONAL**  
All live, scheduled events for the course, including my office hours, are optional.
- **Participating in discussion forums: 2 TIMES PER WEEK**  
As part of your participation, each week you can expect to post at least twice as part of our substantive class discussion on the week's topics.

## COURSE MATERIALS AND TECHNOLOGIES

There are no textbooks in this course. Reading assignments on articles, other course materials, lecture notes, and handouts will be posted on CARMEN (<http://carmen.osu.edu/>). The readings will be the standard length of scientific research articles published in peer-reviewed journals, book chapters, and/or newspaper pieces. You should expect no more than 2 full-length articles per week. Most of your time outside of class in this course will be spent on thoughtful reflection on lectures, readings, interviews, and preparation for your future career.

## Course technology

### Technology support

For help with your password, university email, Carmen, or any other technology issues, questions, or requests, contact the Ohio State IT Service Desk. Standard support hours are available at [ocio.osu.edu/help/hours](https://ocio.osu.edu/help/hours), and support for urgent issues is available 24/7.

- **Self-Service and Chat support:** [ocio.osu.edu/help](https://ocio.osu.edu/help)
- **Phone:** 614-688-4357(HELP)
- **Email:** [servicedesk@osu.edu](mailto:servicedesk@osu.edu)
- **TDD:** 614-688-8743

### Technology skills needed for this course

- Basic computer and web-browsing skills
- Navigating Carmen ([go.osu.edu/canvasstudent](https://go.osu.edu/canvasstudent))
- CarmenZoom virtual meetings ([go.osu.edu/zoom-meetings](https://go.osu.edu/zoom-meetings))
- Recording a slide presentation with audio narration ([go.osu.edu/video-assignment-guide](https://go.osu.edu/video-assignment-guide))
- Recording, editing, and uploading video ([go.osu.edu/video-assignment-guide](https://go.osu.edu/video-assignment-guide))

### Required equipment

- Computer: current Mac (MacOs) or PC (Windows 10) with high-speed internet connection
- Webcam: built-in or external webcam, fully installed and tested
- Microphone: built-in laptop or tablet mic or external microphone
- Other: a mobile device (smartphone or tablet) to use for BuckeyePass authentication

### Required software

- Microsoft Office 365: All Ohio State students are now eligible for free Microsoft Office 365. Full instructions for downloading and installation can be found at [go.osu.edu/office365help](https://go.osu.edu/office365help).

## Carmen access

You will need to use BuckeyePass ([buckeyepass.osu.edu](http://buckeyepass.osu.edu)) multi-factor authentication to access your courses in Carmen. To ensure that you are able to connect to Carmen at all times, it is recommended that you take the following steps:

- Register multiple devices in case something happens to your primary device. Visit the BuckeyePass - Adding a Device help article for step-by-step instructions ([go.osu.edu/add-device](http://go.osu.edu/add-device)).
- Request passcodes to keep as a backup authentication option. When you see the Duo login screen on your computer, click **Enter a Passcode** and then click the **Text me new codes** button that appears. This will text you ten passcodes good for 365 days that can each be used once.
- Download the Duo Mobile application ([go.osu.edu/install-duo](http://go.osu.edu/install-duo)) to all of your registered devices for the ability to generate one-time codes in the event that you lose cell, data, or Wi-Fi service

If none of these options will meet the needs of your situation, you can contact the IT Service Desk at 614-688-4357(HELP) and IT support staff will work out a solution with you.

## GRADING AND FACULTY RESPONSE

### How your grade is calculated

ASSIGNMENT CATEGORY	POINTS
Attendance Participation	15
Mock Interview Questions	10
Discussion Questions for Speakers	10
Research Proposal	15
Research Statement	20
Personal Statement	15
Self-Reflection Paper	15
<b>Total</b>	<b>100</b>

*See course schedule below for due dates.*

## Descriptions of major course assignments

### Discussion Questions (DQ)

**Description:** Each week, I will post class readings and other materials on Carmen either in the form of web links, PDF, or interactive materials. There is no textbook for the class. Instead, we will have articles, discussion sessions in class reflecting on previously posted material, and other resources shared by guest speakers, ASC career units, and OSU Alumni Association. You will then respond to DQ prompts based on these materials (**15 points**). Before a DQ assignment is due, you will receive detailed guidelines on how to complete that assignment.

### Mock Interview Questions & DQs for speakers

**Description:** As part of your grade, you will be preparing mock interview questions for jobs/opportunities in research fields and will then be interviewed in-person by your peers. The written questions are graded (**10 points**), but the in-person interview is a practice done in lecture sessions in a friendly and relaxed environment. In addition, you will be preparing discussion questions for our guest speakers in advance of their presentation (**10 points**). You will be given their profile and field of work beforehand.

### Proposal, Research and Personal Statements

**Description:** You will complete one research (**15 points**) and one personal statement (**10 points**). To help you with preparing the research statement, you will be asked to write a short scientific proposal on a research topic underlined in EEOB curriculum goals and on topics related to evolution, ecology, and organismal biology, broadly defined (**10 points**). After your proposal is completed, you will submit a research statement for potential academic opportunities. This exercise will help you showcase your skills you earned in your prior coursework, through extracurricular activities, and align your research interests with your future goals. Even if you don't consider academia, this is an important step for decision-making and self-reflection, which will be complemented by the personal statement assignment. All of these activities will in turn help you prepare a CV/resume (ungraded). All guidelines, including the length, format, and samples of completed proposals and statements will be given a week prior to the due dates.

**Academic integrity and collaboration:** The course includes many opportunities for formal collaboration with your classmates. While study groups and peer-review of major written projects is encouraged, remember that comparing answers on an assignment is not permitted. If you're unsure about a particular situation, please ask ahead of time.

## Late assignments

Late submissions will not be accepted. Please refer to Carmen for due dates.



## Grading scale

**Grade Scale:** Your final grade will be based on the following scale:

93–100: A  
 90–92.9: A-  
 87–89.9: B+  
 83–86.9: B  
 80–82.9: B-  
 77–79.9: C+  
 73–76.9: C  
 70 –72.9: C-  
 67 –69.9: D+  
 60 –66.9: D  
 Below 60: E

There are no extra credits. However, minor adjustments may be made based on improvement and/or participation. Course policies regarding the assignments are outlined below.

## Instructor feedback and response time

I am providing the following list to give you an idea of my intended availability throughout the course. (Remember that you can call **614-688-4357(HELP)** at any time if you have a technical problem.)

- **Grading and feedback:** For large weekly assignments, you can generally expect feedback within **7 days**.
- **Email:** I will reply to emails within **72 hours on days when class is in session at the university**.
- **Discussion board:** I will check and reply to messages in the discussion boards **within 5 days on school days**.

## OTHER COURSE POLICIES

### Academic integrity policy

See **Descriptions of major course assignments**, above, for my specific guidelines about collaboration and academic integrity in the context of this online class.

It is the responsibility of the Committee on Academic Misconduct to investigate or establish procedures for the investigation of all reported cases of student academic misconduct. The term “academic misconduct” includes all forms of student academic misconduct wherever committed; illustrated by, but not limited to, cases of plagiarism and dishonest practices in

connection with examinations. Instructors shall report all instances of alleged academic misconduct to the committee (Faculty Rule 3335-5-487). For additional information, see the Code of Student Conduct <http://studentlife.osu.edu/csc/>.

## **Student Services and Advising**

University Student Services can be accessed through BuckeyeLink. More information is available here:

<https://contactbuckeyelink.osu.edu/>

Advising resources for students are available here: <http://advising.osu.edu>

## **Copyright for instructional materials**

The materials used in connection with this course may be subject to copyright protection and are only for the use of students officially enrolled in the course for the educational purposes associated with the course. Copyright law must be considered before copying, retaining, or disseminating materials outside of the course.

## **Statement on Title IX**

Title IX makes it clear that violence and harassment based on sex and gender are Civil Rights offenses subject to the same kinds of accountability and the same kinds of support applied to offenses against other protected categories (e.g., race). If you or someone you know has been sexually harassed or assaulted, you may find the appropriate resources at <http://titleix.osu.edu> or by contacting the Ohio State Title IX Coordinator at [titleix@osu.edu](mailto:titleix@osu.edu)

## **Commitment to a diverse and inclusive learning environment**

The Ohio State University affirms the importance and value of diversity in the student body. Our programs and curricula reflect our multicultural society and global economy and seek to provide opportunities for students to learn more about persons who are different from them. We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters sensitivity, understanding, and mutual respect among each member of our community; and encourages each individual to strive to reach his or her own potential. Discrimination against any individual based upon protected status, which is defined as age, color, disability, gender identity or expression, national origin, race, religion, sex, sexual orientation, or veteran status, is prohibited.

## **Your Mental Health**

As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance or reduce a student's ability to participate in daily activities. The Ohio State University offers services to assist you with addressing these and other concerns you may be experiencing. If you or someone you know are suffering from any of the aforementioned conditions, you can learn more about the broad range of confidential mental health services available on campus via the Office of Student Life's Counseling and Consultation Service (CCS) by visiting [ccs.osu.edu](https://ccs.osu.edu) or calling [614-292-5766](tel:614-292-5766). CCS is located on the 4th Floor of the Younkin Success Center and 10th Floor of Lincoln Tower. You can reach an on call counselor when CCS is closed at [614-292-5766](tel:614-292-5766) and 24 hour emergency help is also available 24/7 by dialing 988 to reach the Suicide and Crisis Lifeline.

## **ACCESSIBILITY ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

### **Requesting Accommodations**

The University strives to make all learning experiences as accessible as possible. In light of the current pandemic, students seeking to request COVID-related accommodations may do so through the university's request process, managed by Student Life Disability Services. 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. To establish reasonable accommodations, I may request that you register with Student Life Disability Services. 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: [slds@osu.edu](mailto:slds@osu.edu); 614-292-3307; [slds.osu.edu](https://slds.osu.edu); 098 Baker Hall, 113 W. 12<sup>th</sup> Avenue.

### **Land Acknowledgement**

We would like to acknowledge the land that The Ohio State University occupies is the ancestral and contemporary territory of the Shawnee, Potawatomi, Delaware, Miami, Peoria, Seneca, Wyandotte, Ojibwe and Cherokee peoples. Specifically, the university resides on land ceded in the 1795 Treaty of Greenville and the forced removal of tribes through the Indian Removal Act of 1830. I/We want to honor the resiliency of these tribal nations and recognize the historical contexts that has and continues to affect the Indigenous peoples of this land.

More information on OSU's land acknowledgement can be found here:

<https://mcc.osu.edu/about-us/land-acknowledgement>

## Accessibility of course technology

This online course requires use of CarmenCanvas (Ohio State's learning management system) and other online communication and multimedia tools. If you need additional services to use these technologies, please request accommodations with your instructor.

- Canvas accessibility ([go.osu.edu/canvas-accessibility](https://go.osu.edu/canvas-accessibility))
- Streaming audio and video
- CarmenZoom accessibility ([go.osu.edu/zoom-accessibility](https://go.osu.edu/zoom-accessibility))
- Collaborative course tools

## COURSE SCHEDULE

Refer to the Carmen course for up-to-date assignment due dates. Discussion question topics will be announced during the term.

**Errors & Omissions:** This syllabus may be altered based on unforeseen circumstances. Corrected versions will be posted on CARMEN.

**Important Note:** Discussion question topics will be announced during the term. All readings will be posted a week ahead of the lectures. All assignment guidelines will be announced at least a week before the deadline.

### Weekly Schedule

Week	Dates	Topics, Readings, Assignments, Deadlines
1	Week of Aug 22	Course Introduction An Overview of Career Paths in Research in Ecology, Behavioral Ecology, Evolutionary Biology, Zoology, and Wildlife Conservation

Week	Dates	Topics, Readings, Assignments, Deadlines
		Academia, Industry, Government, & NGOs Professional Schools: Pre-Vet, Pre-Med preparations Carmen Week 1 Readings
2	Week of Aug 28	Research Skills, Background, Academic Record, Extracurriculars Effective Job Search <b><i>DQ for Guest Lecture due on August 28 @ 11:59 pm</i></b> Guest Lecture Aug 29: OSU Alumni Association Speaker TBA <i>Carmen Week 2 Readings</i>
3	Week of Sep 4	Identifying Research Questions Sample Proposal Analyses for Research Statements Carmen Week 3 Readings
4	Week of Sep 11	Non-linear careers, pros and cons of gap years Guest Lecture Sep 14: the Wilds Speaker: TBA <b><i>DQ for Guest Lecture due on Sep 11 @ 11:59 pm</i></b> Carmen Week 4 Readings
5	Week of Sep 18	CV/Resume Preparation Guest Lecture Sep 21: ASC Career Services <b><i>DQ for Guest Lecture due on Sep 18 @ 11:59 pm</i></b> Speaker TBA
6	Week of Sep 25	Interview Preparation Faculty/Postdoc Seminars (Part I) <b><i>DQ for Guest Lecture due on Sep 25 @ 11:59 pm</i></b> Carmen Week 6 Lecture Notes
7	Week of Oct 2	Mock Interviews with Peers Mock Interview Questions Due Oct 2 @ 11:59 pm Carmen Week 7 Lecture Notes
8	Week of Oct 9	Mock Interviews with Peers Cont'd October 12-13 Autumn Break Carmen Week 8 Lecture Notes
9	Week of Oct 16	Effective Scientific and Professional Writing Skills

Week	Dates	Topics, Readings, Assignments, Deadlines
		Preparing Portfolios Personal Statements Carmen Week 9 Lecture Notes
10	Week of Oct 23	Writing Sample Analyses Group work (writing groups) Review of Research Topics and questions Research Proposals Due @ 11:59 pm on Oct 26. Carmen Week 10 Lecture Notes
11	Week of Oct 30	Guest Lecture: Pharma Industry Presentations Speaker TBA <b><i>DQ for Guest Lecture due on Oct 30 @ 11:59 pm</i></b> Carmen Week 11 Lecture Notes
12	Week of Nov 6	Transitioning from college to work or professional/graduate schools Research as a business, lab support from industry and government Research funding, mentoring, and collaboration <b><i>Personal Statements due on Nov 3 @ 11:59 pm</i></b> Carmen Week 12 Readings
13	Week of Nov 13	Faculty/Postdoc Seminars (Part II) <b><i>DQ for Guest Lectures due on Nov 13 @ 11:59 pm</i></b>

14	Week of Nov 20	Equal Employment Opportunities Implicit Biases: Detecting Bias in Interviews and Evaluations <b><i>Thanksgiving Break November 22-24 WF</i></b>
15	Week of Nov 27	Research Statements Guest Lecture: Professional School Applications-Premed Professional School Applications-Prevet Speakers TBA <b><i>DQ for Guest Lecture due on Nov 27 @ 11:59 pm</i></b> Carmen Week 15 Lecture Notes

16	Week of Dec 4	Class Overview, CV/Resume touch up, Consultation <b><i>Research Statements due on December 5 @ 11:59 pm</i></b> Last Day of Classes Wednesday Dec 6
<b>Reflection Paper</b>		<b>Due on December 11 @ 11:59 pm</b>