

EXPLORING MAJORS AND CAREERS

COUN ED 205: Section 504 CRN: 30621

Tuesday/Thursday 2:10am – 3:25am

February 27th – April 23rd, 2019

1 Credit hour / S or NC

Instructor: Jenny Ward – jward@utk.edu

Center for Career Development – Student Union, Level 2– Classroom 225



Purpose of the Course

“Exploring Majors and Careers” is designed to help you learn about yourself and to introduce the resources and skills necessary to research potentially satisfying major and career options. This course is specifically designed to engage in National Association of Colleges and Employers (NACE) Career Readiness Competencies.

Course Eligibility

This course is open to first and second year exploratory students. Juniors may take the course with the permission of the instructor. The course is not open to seniors.

Student Learning Outcomes

- Describe the model of career decision-making.
- Identify interests, skills, values, strengths, and personality traits and evaluate the impact on educational and career decision-making.
- Identify majors available at the University of Tennessee, Knoxville.
- Utilize academic and career informational resources.
- Understand the relevance of internships, part-time jobs, volunteer opportunities, study aboard options, or other career related experience(s) to career success.
- Articulate a plan to reach self-determined career goals.

Expectations

- Participation is an integral part of “Exploring Majors and Careers” and helps demonstrate teamwork and collaboration. You are expected to respectfully contribute to class activities and discussions involving your peers, instructors, and guest speakers.
- You are expected to arrive on time, stay for the entire class, and actively engage in all assignments and class activities.
- You are expected to complete all out of class assessments and assignments by the appropriate deadline indicated on the syllabus.
- Laptops and phones will not be allowed, unless stated by the instructor.

Attendance Policy

- Attendance is mandatory to pass the course.
- Each Exploring Majors and Careers class covers important information including assessment interpretations, guest speakers, and activities that require participation; therefore, attendance is critical to your success in the class. You will be allowed a maximum of **three** absences for sickness, doctor visits, visits to the health center, court appearances, personal business, etc., during the semester without penalty.
- **If you are continuously late to class this will also count as an absence.** If you must miss class, please send the instructor an email; this demonstrates respect for your learning community.
- **At the fourth absence, you will receive NO CREDIT for the course.**

Assignments

The instructors expect college-level or quality (satisfactory to excellent) work, typed-responses where appropriate, and on-time submittal. Written reflections and paper should be 12 point font, Times New Roman, and double spaced.

- In-Class Assignments (10 pts)
- Strong Interest Inventory Reflection or Vlog (10 pts)
- Myers-Briggs Type Indicator Personality Assessment Discussion (10 pts)
- Resume (10 pts)
- Career Event Proposal and Reflection or Vlog (10 pts)
- Individual Appointment with Instructor (25 pts)
- Final Paper: Major or Career Exploration (25 pts)

Grading is Satisfactory or No Credit (S/NC)

- Satisfactory course completion = 60 – 100 pts
- No Credit = Below 60 pts
- The Individual Appointment with Instructor and the Final Paper are required assignments to gain credit for the course
- Students will have various opportunities for Extra Credit throughout the session

Course Text

To offset student expenses and the high cost of learning materials, in lieu of a textbook, your course materials will be online modules on Canvas.

Disability Accommodations

If you need course adaptations or accommodations because of a documented disability or if you have emergency information to share, please contact the Office of Disability Services at 974-6087.

SPRING 2019 EXPLORING MAJORS AND CAREERS

All assignments can be found on Canvas

CLASS MEETING	TOPIC	ASSIGNMENT DUE	LEARNING OBJECTIVES
Class 1: Thursday, February 27 th	Introduction to the Course		LO 1
Class 2: Tuesday, March 3 rd	Career Myths	FINDING MAJORS OF INTEREST ASSIGNMENT	LO 1 & 4
Class 3: Thursday, March 5 th	Presentations from College Advisors / Intro to UT Majors	LAST DAY TO TAKE STRONG (Instructions on Canvas)	LO 3 & 4
Class 4: Tuesday, March 10 th	Presentations from College Advisors / Using the Undergraduate Catalog	LAST DAY TO TAKE MYERS-BRIGGS (Instructions on Canvas)	LO 3 & 4
Class 5: Thursday, March 12 th	Strong Interest Inventory <i>Individual appointment with instructor is required if class is missed</i>	CAREER EVENT PROPOSAL	LO 2
SPRING BREAK Tuesday, March 17 th Thursday, March 19 th			
Class 6: Tuesday, March 24 th	Work and Lifestyle Values Salary	SII REFLECTION	LO 2
Class 7: Thursday, March 26 th	Personality and Career (Myers-Briggs Type Indicator) <i>Individual appointment with instructor is required if class is missed</i>	VALUES WORKSHEET	LO 2
Class 8: Tuesday, April 31 st	Resumes, Gaining Skills, and Abilities	MBTI DISCUSSION (Discussion board on Canvas)	LO 2 & 4
Class 9: Thursday, April 2 nd	Experiential Learning: Gaining Career Readiness Competencies		LO 3 4 & 5
Class 10: Tuesday, April 7 th	How to Research Majors and Careers	RESEARCH ASSIGNMENT	LO 3 4 & 5
Class 11: Thursday, April 9 th	How to Research Majors and Careers	RESEARCH ASSIGNMENT	LO 5 4 & 6
Class 12: Tuesday, April 14 th	Decision Making and Planned Happenstance	DECISION MATRIX (Complete in Class)	LO 6
Class 13: Thursday, April 16 th	Goal Setting	SMART GOAL DISCUSSION (Discussion board on Canvas)	LO 5 & 6
Class 14: Tuesday, April 21 st	Course Wrap Up	RESUME CAREER EVENT REFLECTION FINAL PAPER	LO 1 4 5 & 6

National Association of College and Employers (NACE) Career Readiness Competencies mapped to Student Learning Outcomes

National Association of Colleges and Employers (NACE) Career Readiness Competency	Code
<u>Critical Thinking/Problem Solving</u> Practice sound reasoning and analytical skills to make decisions and overcome problems	1
<u>Oral/Written Communication</u> Articulate thoughts and ideas clearly to a variety of audiences and employ effective public speaking skills	2
<u>Teamwork/Collaboration</u> Build collaborative relationships with coworkers and be able to work well in teach environment	3
<u>Digital Technology</u> Leverage existing digital technologies ethically and efficiently to complete tasks; demonstrates effective adaptability to new technologies	4
<u>Leadership</u> Utilize the strengths of others to achieve common goals; use interpersonal skills to develop and motivate others	5
<u>Professional/Work Ethic</u> Exhibit effective work habits such as punctuality, working productively, personal accountability, integrity, and ethical behavior	6
<u>Global/Intercultural Fluency</u> Demonstrates openness, inclusiveness, sensitivity, and the ability to interact respectfully with all people; understand individuals' differences	7
<u>Career Management</u> Identify skills, strengths, knowledge, experiences, and areas of growth related to career goals; navigate job options and pursue opportunities	8

Student Learning Outcomes	NACE Code	Evaluation
1. Describe the model of career decision making	1, 2, 8	Decision Matrix, Final Paper
2. Identify interests, skills, values, strengths and personality traits and evaluate the impact on educational and career decision-making	1, 5, 8	SII, MBTI, Values, Skills Inventory
3. Identify majors and colleges available at The University of Tennessee, Knoxville	6, 8	Finding Majors, Research Day, Individual Appt
4. Utilize academic and career informational resources	1, 4, 8	Research Day, Individual Appt, Final Paper
5. Understand the relevance of internships, part-time jobs, volunteer opportunities, study aboard options, or other career related experience(s) to career success	2, 3, 7, 8	Career Event, Resume, SMART GOAL Final Paper, Individual Appt.
6. Articulate a plan to reach self-determined career goals	1, 5, 8	SMART Goal, Resume, Final Paper

Title IX

From the Office of Title IX website:

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." —*Title IX*

In accordance with Title IX of the Education Amendments Act of 1972, UT policy prohibits discrimination on the basis of sex in any education program or activity. Reports or complaints of sex discrimination or prohibited conduct, or questions about the university's policies, procedures, resources, or programs concerning any of those issues, may be directed to the university's Title IX coordinator or one of the university's deputy Title IX coordinators (<https://titleix.utk.edu/the-title-ix-team/>).

University of Tennessee faculty are committed to supporting our students and upholding gender equity laws as outlined by Title IX. Please be aware that if you choose to confide in a faculty member regarding an issue of sexual misconduct, dating violence, or stalking, we are obligated to inform the University's Title IX Coordinator, who can assist you in connecting with all possible resources both on- and off-campus. If you would like to speak with someone confidentially, the Student Counseling Center (865-974-2196) and the Student Health Center (865-974-3135) are both confidential resources.

For additional resources and information, visit titleix.utk.edu