CHEN 4090 – Undergraduate Seminar

Course Syllabus

Instructor: Dr. Wendy Young (wendy.young@colorado.edu)

Office Hours: M 2:20-3:20, by appointment, or stop by. Questions also welcome by email.

Meeting Schedule: 3:30 to 4:20 on Mondays (JSCBB A115)

Learning Objectives:

- Learn about career-oriented information that is useful as graduation nears.
- Practice analysis of ethical issues as they relate to engineering practice.
- Identify and be able to summarize contemporary issues in the context of CHEN and CBEN career directions.

Text: None

Activities:

- In-class lectures and activities
- Guest speakers
- Student team papers with a focus on contemporary issues, impacts of engineering solutions, networking and engineering ethics

Grading Basis:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-class speaker summaries</td>
<td>32.5%</td>
</tr>
<tr>
<td>Resume</td>
<td>5%</td>
</tr>
<tr>
<td>Lifelong Learning Assignment</td>
<td>5%</td>
</tr>
<tr>
<td>Create LinkedIn Profile</td>
<td>5%</td>
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<tr>
<td>Informational Interview</td>
<td>15%</td>
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<tr>
<td>Impacts of Engineering in CO Paper</td>
<td>15%</td>
</tr>
<tr>
<td>Ethics in Engineering Paper</td>
<td>22.5%</td>
</tr>
</tbody>
</table>

Grading:

- ≥ 90%  A- to A
- ≥ 80%  B- to B+
- ≥ 70%  C- to C+
- ≥ 60%  D- to D+
- ≤ 60%  F

Please turn in your assignments on time!!

- Assignments (other than speaker summaries) are due before the BEGINNING of class
  - Speaker summaries are due at the end of class
  - D2L FOLDERS CLOSE at 3:30pm on the assignment due date
- Assignments turned in AFTER 3:30pm will be counted for 50% of possible points for 24 hours after the due date/time
- No credit will be given for assignments turned in over 24 hours past the due date
- There is no penalty for turning in an assignment early! If you think you might not make it to class, you may always turn it in early

Speaker Summaries

- Due at the end of EVERY class
- Will count for your attendance
- Format
Attendance
- You may be excused from one class (no need to notify instructor)
- If you must miss 2 classes, please complete a make-up assignment (see Class Make-Ups below)
  - No need to contact instructor
- If missing >2 classes, please contact instructor BEFORE missing your 3rd class or it will count as an unexcused absence even if a make-up is turned in.
- Each unexcused absence will result in a 10% deduction of the final grade
  - To reiterate, your first class absence is excused but all subsequent absences are unexcused and require make-ups

Class Make-Ups
- Please submit to D2L a summary of a professional event you attend
- Acceptable events
  - BEST: Professional talk on an engineering, science, research or business subject (i.e. applicable to your future career)
  - Career fair or vendor show
  - AIChE/OXE/SWE/ISPE/BMES meeting or conference
  - Engineering volunteer activity
  - Career Services resume critique or mock interview
  - Company or graduate/medical school info session
  - Professional or mock interview
- Format (same as Speaker Summaries)
  - Name and “Make-Up Assignment” at top
  - At least half a page
  - Hand-written or typed
  - Paragraph form or bullet points
- Content: comment on the event itself, what you learned from it, how you would better prepare, etc.
- Due 3:30pm Mon, May 1 on D2L (can turn in early)

Ethical Standards
This course follows the University Honor Code.

NO RESUBMISSION OF WORK, including your own work that you turned in for a different CU, high school, or other class. Resubmission and plagiarism are grounds for failure of the class.

All students enrolled in a University of Colorado Boulder course are responsible for knowing and adhering to the academic integrity policy of the institution. Violations of the policy may include: plagiarism, cheating, fabrication, lying, bribery, threat, unauthorized access, clicker fraud, resubmission, and aiding academic dishonesty. All incidents of academic misconduct will be reported to the Honor Code Council (honor@colorado.edu; 303-735-2273). Students who are found responsible for violating the academic integrity policy will be subject to nonacademic sanctions from the Honor Code Council as well as academic sanctions from the faculty member. Additional information regarding the academic integrity policy can be found at http://honorcode.colorado.edu.

Disability
If you qualify for accommodations because of a disability, please submit to your professor a letter from Disability Services in a timely manner (for exam accommodations provide your letter at least one week prior to the exam) so that your needs can be addressed. Disability Services determines accommodations based on documented disabilities. Contact Disability Services at 303-492-8671 or by email at dsinfo@colorado.edu. If you have a temporary
medical condition or injury, see Temporary Injuries guidelines under the Quick Links at the Disability Services website and discuss your needs with your professor.

**Religious Observances**

Campus policy regarding religious observances requires that faculty make every effort to deal reasonably and fairly with all students who, because of religious obligations, have conflicts with scheduled exams, assignments or required attendance. In this class, (insert your procedures here).

See the campus policy regarding religious observances for full details.

**Classroom Behavior Policy**

Students and faculty each have responsibility for maintaining an appropriate learning environment. Those who fail to adhere to such behavioral standards may be subject to discipline. Professional courtesy and sensitivity are especially important with respect to individuals and topics dealing with differences of race, color, culture, religion, creed, politics, veteran's status, sexual orientation, gender, gender identity and gender expression, age, disability, and nationalities. Class rosters are provided to the instructor with the student's legal name. I will gladly honor your request to address you by an alternate name or gender pronoun. Please advise me of this preference early in the semester so that I may make appropriate changes to my records. For more information, see the policies on classroom behavior and the student code.

**Sexual Misconduct, Discrimination, Harassment and/or Related Retaliation**

The University of Colorado Boulder (CU Boulder) is committed to maintaining a positive learning, working, and living environment. CU Boulder will not tolerate acts of sexual misconduct, discrimination, harassment or related retaliation against or by any employee or student. CU's Sexual Misconduct Policy prohibits sexual assault, sexual exploitation, sexual harassment, intimate partner abuse (dating or domestic violence), stalking or related retaliation. CU Boulder's Discrimination and Harassment Policy prohibits discrimination, harassment or related retaliation based on race, color, national origin, sex, pregnancy, age, disability, creed, religion, sexual orientation, gender identity, gender expression, veteran status, political affiliation or political philosophy. Individuals who believe they have been subject to misconduct under either policy should contact the Office of Institutional Equity and Compliance (OIEC) at 303-492-2127. Information about the OIEC, the above referenced policies, and the campus resources available to assist individuals regarding sexual misconduct, discrimination, harassment or related retaliation can be found at the OIEC website.