

Doctoral Research and Professional Development Seminar
Sociology 724, 2022-2023
Professor Marisa Young

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Office Hours: By Request

Class Meetings: Thursdays, 5:30-7:30PM

Classroom: KTH 712

This is a course for first year PhD students to learn the ‘ropes’ of academe. The goal is for you to work with one another to develop your skills of: (a) proposal writing, (b) collecting and summarizing relevant literatures, (c) presenting academic results, (d) writing & reviewing for journal articles; (e) understanding alternate career opportunities beyond the academic context.

I am looking forward to working with each of you to help develop your interests within, or outside academe.

Learning objectives

1. To talk about your **success in the program** and potential job opportunities.
2. To help you **present your “best” self**, in terms of grant applications and CVs.
3. To offer the space for questions and comments about academe & beyond.
4. To open the dialogue for all those who have **questions about the academic context**, as well as the non-academic workplace.

Readings are Based on Your Discretion

I am not assigning any required reading. That said, if I come across applicable articles I will share them –this also includes social media posts I feel are relevant.

Requirements

1. **Be there.** Show up for each of our class meetings. Unless otherwise noted, the only preparation I expect is that you ask yourself what you would like to know about each topic before and during course meetings. I know we are in a “virtual” environment. I will try to make my best to keep it interesting :D
2. **Be interactive.** Participate in our discussions—please! Make it a goal to speak at least once in each meeting. If all of you have your camera off, and don’t converse, it’s hard for me to evaluate you.
3. **Be yourself.** I do not want you to just “learn about” the professional world of sociology. Instead, you need to start taking on the role of a professional sociologist. To do so, you will need to make some accommodation to the professional world but at the same time keep your heart -- capitalizing on your own assets and ideas.

Evaluation

This is a required pass/fail course for all PhD students in sociology. Your course grade will be determined solely by your participation. If you attend and participate regularly you will pass the course.

*Note I have borrowed this syllabus from Dr. Tina Fetner (with permission). She, however, borrowed her syllabus from [Chris Uggen](#) and [Heather Hlavka's](#) 2008 article—"[No More Lame ProSems](#): Professional Development Seminars in Sociology."

Course schedule

Week 1	14-Sep	SSHRC Applications
Week 2	21-Sep	SSHRC Applications Continued...
<i>Reading Week</i>		
Week 3	19-Oct	Introduction to the 724 Program
Week 4	2-Nov	Alternate Paths of Sociology Degrees (Revised for SSHRC application re-submission)
Week 5	16-Nov	Next Steps for your Professional Career
Week 6	30-Nov	Semester Reflections and Goal Creation
Week 7	14-Dec	Types of Careers in Academia – Guest Speaker
Winter Break		
Week 8	11-Jan	Semester Reflections and Conference Abstract Submissions
Week 9	25-Jan	Pursuing Alternate Careers Outside Academia – Guest Speakers
Week 10	8-Feb	Successful Conference Presentations
<i>Reading Week</i>		
Week 11	1-Mar	Preparation for Comprehensive Exams
Week 12	15-Mar	Students Accounts of Comprehensive Exams -Guest Speakers
Week 13	29-Mar	Successful Conference Presentations
Week 14	12-Apr	Wrap Up and Overview of Writing Goals

Course Policies

Submission of Assignments

All late assignments will be submitted to me through email.

Late Assignments

All late submissions must be approved by me.

Absences, Missed Work, Illness

Under exceptional circumstances a course instructor may approve an extension for the student for the completion of work in a course and assign an Incomplete grade (INC). The instructor will submit an incomplete grade with a 'Lapse To' grade, which is the grade that will default to at the date to clear incomplete grades. Normally this extension is in the range of a few weeks. A student who receives an incomplete grade must complete the work as soon as possible, and in any case early enough to allow the instructor to report the grade by the 'Final Date to Submit Results of Incomplete Grades'. If the INC grade is not cleared by the deadline, the lapsed grade will be recorded.

University Policies

Academic Integrity Statement

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity.

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university. It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](#).

The following illustrates only three forms of academic dishonesty

- Plagiarism, e.g. the submission of work that is not one's own or for which other credit has been obtained.
- Improper collaboration in group work.
- Copying or using unauthorized aids in tests and examinations.

Academic Accommodation of Students with Disabilities

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or sas@mcmaster.ca to make arrangements with a Program Coordinator. For further information, consult McMaster University's [Academic Accommodation of Students with Disabilities](#) policy.

Academic Accommodation for Religious, Indigenous or Spiritual Observances (RISO)

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the RISO policy. Students requiring a [RISO](#) accommodation should submit their request to the School of Graduate Studies (askgrad@mcmaster.ca) normally within 10 working days of the beginning of term in which they anticipate a need for accommodation. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

Conduct Expectations

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the “Code”). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, whether in person or online.

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students’ access to these platforms.

Copyright and Recording

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

Faculty of Social Sciences E-mail Communication Policy

It is the policy of the Faculty of Social Sciences that all e-mail communication sent from students to instructors (including TAs), and from students to staff, must originate from the student’s own McMaster University e-mail account. This policy protects confidentiality and confirms the identity of the student. It is the student’s responsibility to ensure that communication is sent to the university from a McMaster account. If an instructor becomes aware that a communication has

come from an alternate address, the instructor may not reply at his or her discretion.

Course Modification

The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check his/her McMaster email and course websites weekly during the term and to note any changes.

Extreme Circumstances

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, and/or McMaster email.