

## **SOC 507/607: Sociology Professionalization Seminar 2021-2022**

Maura Kelly [maura@pdx.edu](mailto:maura@pdx.edu)

Fridays 12-2

Spring term: 4/1, 4/22, 5/13, 5/27, 6/3 in Cramer 171

This version updated March 28, 2022

Most recently updated version [here](#)

In this course, you will focus on your professional development in areas such as research, presentations, teaching, service, and career skills. This course will cover information and skills related to your success as a graduate student as well as in your future career in academia or as an applied sociologist.

### *Course format*

We will hold ten hours (five two-hour meetings) of the Professionalization Seminar each term. Three hours per term will generally be devoted to attending the Sociology Lecture Series. The remaining hours will include lectures, discussions, and workshops on various topics related to professional development.

You can choose to view/attend alternative webinars/lectures or engage in departmental service rather than attending the scheduled seminar meetings. If you are invited to engage in department service (e.g. peer mentor, department committee member) as part of your professionalization, two hours of service is the equivalent of one hour of seminar. Be sure to also list this service on your CV or resume! Contact me for information on alternatives as needed.

Ordinarily, I would limit the amount of professional development that can be earned each term through alternatives to attending class. However, given the issues related to the pandemic, I can provide additional flexibility if you need to miss more than one class meeting per term.

### *Required assignments*

You are required to write a five-minute reflection for each hour of professionalization. When possible, these reflections will be completed during the class meeting time. These reflections will be in your personal professionalization seminar log (google doc) shared only with me. You can find the link to your personal professionalization seminar log [here](#). You are responsible for keeping track of the dates, times, and topics (as well as the overall number of hours of professionalization) you complete in this log.

There will generally *not* be any assignments due before each class. See the syllabus for class meetings that require advance work.

To complete this Pass/No Pass class, you must complete ten hours of professionalization and write a five-minute reflection for each hour in your log. If you do not complete the ten hours of

professionalization by Wednesday of finals week, you will earn an incomplete that can be resolved the following term by completing the remaining hours needed.

### *What to bring to class*

Masks are required. You are encouraged to bring a laptop, tablet, or phone to each class as you will usually be provided five minutes to do the required reflection. Ordinarily, students would be encouraged to bring lunch; however, given COVID-19 precautions for in-person meetings, please plan to eat and drink before or after class.

### *Suggestion box*

I have made a sociology graduate program [suggestion box](#). Please use this form to provide feedback about the graduate program at any time! I will be notified via email when this form is submitted and will address any pressing issues and/or answer questions via email to all grads. Non-pressing, general feedback will be received and considered in future decision making. Note that you are welcome to give me feedback or ask me questions any time! You can email me your comment/question or make an appointment to meet via Zoom or in person.

### *When to take this course*

Students in years one to three the Sociology PhD Program need to take the Professionalization Seminar each term. Students in the Sociology Non-Thesis Master's Program need to take the seminar once, in the Spring of their final year in the program. All graduate students are welcome to attend any lectures, panels, and workshops of interest while they are enrolled in the program.

### *COVID-19 information Updated March 28*

Vaccination: Be vaccinated against COVID-19 and complete the [COVID-19 vaccination attestation](#) form. Those students with medical or nonmedical exemptions or who will not be on campus at all must complete the process described on the "COVID-19 Vaccine Exemption Request Form" to establish those exemptions.

### *Students missing class*

- Complete the [required self-check for COVID-19 symptoms before coming to campus each day](#).
- If you are feeling sick or have been exposed to COVID-19, do not come to campus. Call [The Center for Student Health and Counseling \(SHAC\)](#) to discuss your symptoms and situation at 503-725-2800. They will advise you on testing, quarantine, and when you can return to campus.
- If you test positive for COVID, [report your result to SHAC](#) and do not come to campus. SHAC will advise you on quarantine, notification of close contacts, and when you can return to campus.

- If you are uncomfortable with the level of risk in attending class, if you have childcare conflicts, or if you have any other reason not to attend class, do not attend class (no reason required, no questions asked).
- If you need to miss a class for any reason, please email me (24 hours in advance if possible) before class to let me know you will not be attending and will be completing an alternative assignment instead. If you miss class, this will not negatively impact your course grade as you can complete an alternative assignment instead.

Instructor missing class

- If I feel sick or if I am exposed to COVID, we will not meet in person for our next class and I will notify you via PSU email about my absence and how course instruction will continue.
- I will continue to hold classes in person as long as PSU allows in person instruction and I and at least 50% of the class are able to attend class in person. If more than half of the students notify me 24 hours in advance that they will not be attending class, we will move that week's class to Zoom.
- Should it not be possible to continue to meet in person at any point in the term, we will shift to remote meetings via Zoom during the scheduled class times. To be clear, I am *not* providing an option for remote attendance during regularly scheduled class times *unless* in-person classes are no longer possible.

Guidance May Change: Please note that the University rules, policies, and guidance may change at any time at the direction of the CDC, State, or County requirements. Please review the University's main [COVID-19 Response](#) webpage and look for emails from the University on these topics.

*Class schedule*

Fall term		
Date	12-1	1-2
10/1(in person)	Discussion of what it means to be professional in academic and applied research settings	Workshop on writing your student bio for the department website
10/8 (in person)	Lecture by Byeongdon (Don) Oh, Sociology Postdoc	Discussion of research presentations
10/22 (in person)	Lecture by Erika Carpenter, Sociology PhD student	Sociology Soup Social (outdoor location on campus TBA at Erika's lecture)
11/12 (in person)	Lecture by Aaron Roussell, Sociology Associate Professor (option to attend via <a href="#">Zoom</a> )	Presentation and discussion on writing, with Amy Lubitow and Melissa Thompson
12/3 (in person)	Workshop on writing demographic survey questions	Workshop on best practices for inclusive curriculum

Note: The All Grad Forum has been moved to Monday October 25 7-8pm via [Zoom](#) in order to better meet the needs of students who are not able to come to campus midday. You have the option to provide anonymous feedback that will be discussed at the All Grad Forum via this [form](#) as well as the option to pose your comments and questions in person. Prosem students should write a reflection and log this as an hour of professional development in their professional development log that will count towards the ten hours required for prosem.

Winter term

Date	12-1	1-2
1/14 (via <a href="#">Zoom</a> only)	Mental health maintenance for graduate students with Amy Ruff and Dr. Kyle Isaacson from SHAC	Debrief and further discussion about mental health
1/28 (via <a href="#">Zoom</a> only, pw: BrownBag)	Lecture by Hyeyoung Woo, Sociology Professor	Presentation and discussion of best practices for community-based research, with Joy Mutare and Amy Lubitow (Note: Amy may not be able to attend)
2/11 (via <a href="#">Zoom</a> only, pw: BrownBag)	Lecture by Nakeshia Knight-Coyle, Sociology PhD student	Presentation and discussion of publishing in academic journals, with Shirley Jackson and Hyeyoung Woo
2/25 (via <a href="#">Zoom</a> only, pw: BrownBag)	Lecture by Affie Eyo, Sociology PhD student	Presentation and discussion of preparing for an academic career, with Emily Shafer, Dan Jaffee, and Dara Shifrer
3/11 (in person)	Program milestones <ul style="list-style-type: none"> <li>● Year one: Thesis proposal (with Maura Kelly)</li> <li>● Year two: Thesis (with Amy Lubitow)</li> <li>● Year three: Comprehensive exams (with Melissa Thompson)</li> </ul>	Presentation and discussion of looking ahead to the dissertation

## Spring term

Date	12-1	1-2
4/1	Presentation and discussion of best practices for designing PowerPoint (PPT) decks for conference presentations	Workshop on improving your own PPT deck. Note: Bring a first draft of a 10-15 slide PPT for a conference presentation (based on research from coursework or your thesis). Year one students can also develop a PPT based on the thesis proposal (note that the actual thesis proposal does not require an oral defense).
4/22	Lecture TBA	Discussion of research presentations and the Q&A period
5/13	Lecture by Dr. Sahan Dissanayake (PSU economics)	Graduate student community building
5/27	Lecture TBA	Presentation on working as an applied sociologist, with previous graduates from PSU sociology graduate programs (MS and PhD)
6/3	Presentation and discussion of applying for applied research jobs, with staff from the career center	Workshop on developing your resume/CV and cover letter. Note: Bring a first draft of your resume or CV.

### Additional opportunities for Spring professional development hours:

- All Grad Forum on Monday April 11 from 7-8pm via [Zoom](#). You have the option to provide anonymous feedback that will be discussed at the All Grad Forum via the sociology graduate program [suggestion box](#) as well as the option to pose your comments and questions in person.
- Lecture by Brittany Friedman on Thursday May 19th from 5:30-7:30 via Zoom
- Meeting with Brittany Friedman on Friday May 20th from 11:30-12:30 via Zoom
- Attend thesis/dissertation defense (attending a defense is the equivalent of one hour of professional development)
- Service as grad rep, peer mentor, or on the ad-hoc committee planning the Brittany Friedman event (every two hours of service counts as an hour of professional development).