

The University of Toledo
CIVE 2000:001 Professional Development
Spring Semester, 2009

Class Meeting: Tuesday 2:00 to 3:15 p.m. Palmer Hall 3020

<u>Instructors:</u>	Dr. Andrew Heydinger NI 3029 Voice 419-530-8133 FAX 419-530-8116 andrew.heydinger@utoledo.edu	Ms. Susan Rowe NI 1045 Voice 419-530-8057 FAX 419-530-8056 Susan.Rowe@utoledo.edu
---------------------	---	---

Office Hours: Tuesday 3:30 - 5:00 or, by appointment, as required.

Textbook: Handouts will be distributed in class.

Course Objectives:

In this course you will explore career opportunities available to civil engineers. You should gain a better understanding of your professional and ethical responsibilities as an engineer and the impact of engineering solutions in a global/societal context. You will also learn the importance of communication and effective presentation skills in your career in civil engineering, as well as the importance of professional registration and life-long learning. These objectives will be accomplished through three sections of the course.

1. The professional development section will include self exploration of career goals, teamwork building initiatives, an overview of the history of Civil Engineering, introduction to the Engineering Code of Ethics, careers in Civil Engineering, professional registration, life-long learning and presentations by guest speakers regarding career paths and employer expectations.
2. You will build a professional resume and learn the regulations of, and your responsibilities in, the co-operative education program.
3. Interviewing skills will be mastered through presentations and practice, while oral presentation skills will be practiced in front of the class.

ABET Program Outcomes:

- d) an ability to function on multi-disciplinary teams
- f) an understanding of professional and ethical responsibility
- g) an ability to communicate effectively
- h) the broad education necessary to understand the impact of engineering solutions in a global and societal context
- i) a recognition of the need for, and an ability to engage in life-long learning
- j) a knowledge of contemporary issues
- k) develop an ability to use the techniques, skills, and modern engineering tools necessary for engineering practice

Civil Engineering Specific Program Outcomes:

- E) an understanding of professional practice issues such as: procurement of work; bidding versus quality based selection processes; how the design professionals and the construction professions interact to construct a project; the importance of professional licensure and continuing education; and/or other professional practice issues.

Attendance:

Attendance at lectures is mandatory, and will be taken at the beginning of class. Tardiness and unexcused absences will reduce your attendance grade. Planned absences can only be excused by seeking instructor consent before the class. Unplanned absences will only be excused for illness or family emergency, and must be documented. You are expected to attend the Spring Career Expo.

Assignments:

Assignments must be completed by the specified deadlines to receive credit. Each student must complete a co-op contract quiz, resume and mock interview or else a course grade of incomplete will be assigned. In addition each student must participate in the group project.

Grading:

- Co-op contract quiz (5%)
- Resume (15%)
- Mock Interview (10%)
- Ethics Essay (10%)
- Co-op Goals (5%)
- Video Assignment (5%)
- Group Project (25%)
 - Company Description (10%)
 - Company Presentation (15%)
- Attendance (25%)

Week	Date	Activity
1	1/13/09	Self assessment benchmark; Distribution of syllabus; Discussion of co-op program and Co-op contracts (Ms. Rowe)
2	1/20/09	Introduction of course objectives and student responsibilities; \$38,000 & group game.; “The History of Civil Engineering”
3	1/27/09	“Building your Resume” – Ms. Rowe PP Presentation ¹ ; Co-op contracts due; Co-op quiz.
4	2/3/09	Panel discussion with upper class students.
5	2/10/09	Group project on entrepreneurship assigned; ‘Entrepreneurship: Civil Engineering Services’.
6	2/17/09	Resume’s: Web demonstration (PL 2010); “Careers in Civil Engineering”
7	2/24/09	Resume’s: Web demonstration (PL 2010); “Careers in Civil Engineering”
	2/25/09	Spring Career Exposition, 10-3 p.m., Nitschke Hall Concourse.
8	3/3/09	Diversity & sexual harassment discussion; 1st Draft Resume Due.
	3/10/09	Spring Break – No Classes
9	3/17/09	“Interviewing Presentation” – Rowe PP Presentation; Civil Engineering video and assignment; Corrected resume returned.
10	3/24/09 3/26/09	Mock interviews; Corrected 2nd Draft Resume Due. Mock interviews; Corrected 2nd Draft Resume Due.
11	3/31/09 4/2/09	“Engineering Code of Ethics”; Writing assignment on “Ethical Implications of Competitive Bidding”
12	4/7/09	Panel discussion with professional engineers.
13	4/14/09	Group projects on entrepreneurship presentations.
14	4/21/09	Group projects on entrepreneurship presentations.
15	4/28/09	Review of co-op, Becoming a Professional Engineer: FE Exam; Grad school options & life long learning; self assessment benchmark.; Course evaluations.