INT 64 – CAREER DEVELOPMENT AND DECISION MAKING

Summer Session B:
Mon, Tue and Wed, Aug 7 – Sep 13, 2017
Class times: 12:50 – 1:50 pm
Location: Career Services, Bldg.599, Room 1109
Phone: (805) 893-4412
Website: http://career.sa.ucsb.edu/students/career-planning/career-development-classes/int-64

Instructor: Jo Ann Villanueva-Salvador, Career Counselor
Email: joann.salvador@sa.ucsb.edu
Office Hours: Tue 3:00–4:00pm

Course Description
The purpose of this course is to provide you with a foundation in your personal academic and career planning process. The course will assist you in developing an understanding and ability to articulate who you are as beginning college students and emerging professionals through personal assessment activities. The focus will be on providing you with tools and strategies for reflection, planning, and goal-setting.

Learning Objectives
1. Develop an understanding of the important factors involved in making major (and career) decisions; understanding the developmental process.
2. Awareness and engagement of the array of possible information resources that is available for exploration and decision making.
3. Examine the personal and social factors that either contribute or interfere with your ability to make major/career decisions.
4. Develop an appropriate plan for navigating the college experience, including choosing and deciding on a major.

Textbook and Other Materials
- Supplemental articles will be provided for reading assignments.
- In lieu of purchasing a textbook, each student is required to take both the Myers-Briggs Type Indicator and Strong Interest Inventory. NO cost for these assessments.

COURSE CALENDAR

ALL CLASS SESSIONS HELD IN RM. 1109 AT CAREER, UNLESS OTHERWISE NOTED

<table>
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<th>WEEK ONE</th>
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| 8/7 | Announce CLAS hours
Course introductions: Review syllabus, assignments, and class expectations |
| 8/8 | Session Topic: Career Development & Decision-Making
Assign Groups for final presentation |
|  | Reading Due: Read career manual pgs.10-17 |
| 8/9 | Session Topic: Self-Discovery
Guest Speaker: Eric Wilder, Career Counselor
Reading Due: https://www.linkedin.com/pulse/5-tips-career-development-college-students-from-year-matthew-sugidono |

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<th>WEEK TWO</th>
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<tbody>
<tr>
<td>8/14</td>
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| 8/15 | Myers-Briggs Type Indicator Interpretation  
**Assignment Due:** Email Informational Interview, Part 1 |
| 8/16 | Strong Interest Inventory Interpretation |
| **WEEK THREE** | |
| 8/21 | Session Topic: Overview of Career Services (Career Resource Room Tour and Handshake)  
*Class held in Career Resource Room*  
**Assignment Due:** Assessments Reaction Paper |
| 8/22 | Session Topic: Exploring Majors  
**Reading Due:** [http://www.nytimes.com/2015/08/02/education/edlife/four-steps-to-choosing-a-career-path.html?_r=0](http://www.nytimes.com/2015/08/02/education/edlife/four-steps-to-choosing-a-career-path.html?_r=0) |
| 8/23 | Session Topic: Exploring Careers – *Class held in Career Resource Room* |
| **WEEK FOUR** | |
| 8/28 | Session Topic: Get Support  
*Guest Speaker:* Brandilyn Gilbert, Academic Advisor, College of Letters & Science  
*Guest Speaker:* Christina Orzechowski, Undergraduate Advisor, Religious Studies  
*Guest Speaker:* Eric Zimmerman, Advisor, Environmental Studies  
**Assignment Due:** Informational Interviews, Part 2 |
| 8/29 | Session Topic: Get Connected – *Class meets at Student Resource Building*  
**Reading Due:** [https://www.linkedin.com/pulse/why-you-should-start-join-student-organizations-college-tuseetjha?articleId=8723412953708278571#comments-8723412953708278571&trk=sushi_topic_posts](https://www.linkedin.com/pulse/why-you-should-start-join-student-organizations-college-tuseetjha?articleId=8723412953708278571#comments-8723412953708278571&trk=sushi_topic_posts) |
| 8/30 | Session Topics: Networking and Professionalism  
*Guest Speaker:* Amanda Asquith, Career Counselor and Student Experience Coordinator  
**Reading Due:** Read career manual pgs. 36 and 42-46 |
| **WEEK FIVE** | |
| 9/4 | LABOR DAY HOLIDAY - NO CLASS |
| 9/5 | Session Topics: Get Experience & Job Search  
*Guest Speaker:* Amanda Asquith, Career Counselor and Student Experience Coordinator  
**Reading Due:** Read career manual pgs. 18-27 |
9/6  Session Topics: Resume/Cover Letter/Interviewing
       Guest Speaker: Procure, Career Partner
       
       Reading Due: Read career manual pgs. 52-61 and 88-105
       Assignment Due: Action Plan

WEEK SIX

9/11  Group Presentations          Assignment Due: Resume

9/12  Group Presentations

9/13  Wrap-Up & Course Evaluations

GRADING AND EVALUATION

Class Attendance & Participation:
Attendance and participation are required for a satisfactory grade. If you miss a class, it is your responsibility to inform the instructor ahead of time and contact your class partner to find out what you’ve missed. In addition, this class involves student participation and missing more than TWO unexcused classes will result in receiving ½ credit. If you do not wish to participate in any activities, discussion, or examination of your beliefs, you may not want to take this course.

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<tr>
<th>Assignment</th>
<th>Points</th>
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<tr>
<td>Pre- and Post-Survey</td>
<td>5 points</td>
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<tr>
<td>Information Interview, Part One</td>
<td>5 points</td>
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<tr>
<td>Assessments Reaction Paper</td>
<td>10 points</td>
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<tr>
<td>Informational Interview, Part Two</td>
<td>20 points</td>
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<tr>
<td>Action Plan</td>
<td>20 points</td>
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<tr>
<td>Resume</td>
<td>10 points</td>
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<tr>
<td>Group Presentation</td>
<td>20 points</td>
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<tr>
<td>Attendance, Quizzes and Participation</td>
<td>10 points</td>
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<td><strong>Total:</strong></td>
<td><strong>100 points</strong></td>
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Grading:
In order to receive a Pass for this course you must earn a minimum of 70 out of 100 available points. If total grades result in 69 points or below a No Pass will be issued.

Late Assignment Policy:
All assignments will be due at the specified date, regardless of absenteeism or illness. Late assignments will be collected for half credit up to one week past the original deadline. No credit will be given for assignments turned in a week past the original due date. The Action Plan is in place of a final and will be due on the final day of class. Late Action Plans (1/2 credit) will only be accepted through **Friday, September 8**. Resume and Action Plan will be graded and available for pick-up in the Career Resource Room by Friday, September 22.

Confidentiality and Respect:
In order for this experience to be beneficial for everyone, students must feel comfortable talking about their real experiences, opinions and concerns. In order to create this environment, it is important to respect your colleagues and maintain confidentiality.
Individual Differences and Campus Support:
If you experience difficulty in this course for any reason, please don’t hesitate to consult with me. If you have a disability that may prevent you from fully demonstrating your abilities, you should contact me personally as soon as possible so we can discuss accommodations necessary to ensure your full participation and facilitate your educational process. A wide range of services are available:

Campus Learning Assistance Services: 893-3269; www.clas.ucsb.edu
Helps students increase their mastery of course material through course-specific tutoring and academic skills development. Check out tutorial groups and drop-in tutoring schedules posted their website.

Career Services: 893-4412; www.career.sa.ucsb.edu
Offers counseling to students for career concerns & courses and workshops to assist students in the career development process.

Campus Advocacy, Resources & Education: 893-4613 http://wgse.sa.ucsb.edu/care
Provides confidential advocacy and support to students, staff and faculty impacted by sexual assault, dating/domestic violence and stalking.

Counseling And Psychological Services: 893-4411; www.counseling.sa.ucsb.edu
Offers counseling for personal, self-help information and connections to off-campus mental health resources.

Disabled Students Program: 893-2668; http://dsp.sa.ucsb.edu
Provides academic support services to eligible students with temporary and permanent disabilities. Please inform instructor if you require special classroom accommodations due to a disability. You must register with DSP prior to receiving these accommodations.

Educational Opportunity Program: 893-4758; http://eop.sa.ucsb.edu
Provides a support and information base for those students who are low-income and first-generation undergraduates. Mentorship, academic programs, one-to-one counseling/advising, campus student support service referrals and social/cultural programming are offered.

Office of Student Life: 893-4569; http://osl.sa.ucsb.edu
Offers ongoing assistance for student initiatives, encourage involvement in campus life, and serve as a primary liaison to students.

Resource Center for Sexual & Gender Diversity: 893-5847 http://wgse.sa.ucsb.edu/RCSGD/home
Works with students, staff and faculty to ensure that LGBTQ identities, experiences and concerns are represented and addressed at UCSB.

Student Health Services: 893-5361; http://studenthealth.sa.ucsb.edu
Provides high quality, accessible primary health care and health education to the UCSB campus community. We specialize in personalized health care by clinicians and educators, paying close attention to physical, psychological and preventive aspects of each clinical visit.

The Wellness Program: 893-2630; http://wellness.sa.ucsb.edu
Designed to connect UCSB students to resources and opportunities for wellness.

Women’s Center: 893-3778 http://wgse.sa.ucsb.edu
Dedicated to providing education on women’s issues, feminism, healthy masculinities, and gender and social equity.