EES1100H: Advanced Seminar in Environmental Science

Class: 15:00 - 18:00 Selected Thursdays, MW110, MW170

1 Instructor

Prof. Karen L. Smith
Office: EV346
email: karen.smith@utoronto.ca
Office Hours: Th 11:00 - 13:00, and other times by appointment

2 Internship Coordinators

Anisa Diljohn Maraj
Office: EV342
email: adiljohn@utsc.utoronto.ca
Office Hours: by appointment

Joanna Ying- Fiss
Office: EV343
email: jying@utsc.utoronto.ca
Office Hours: by appointment

3 Teaching Assistant

Raúl Salas Reyes
email: raul.salasreyes@mail.utoronto.ca
Office Hours: by appointment

4 Course Description and Expectations

This seminar series is designed to introduce students to contemporary issues relating to climate change science, impacts, mitigation and adaptation. Professionals from diverse backgrounds will speak about their experience in applying their knowledge to one of the most pressing environmental issues of the century. The instructors will facilitate the course, discussions with speakers, and student presentations, encouraging active class participation. Your role in the course is to be engaged, such that the concepts presented by our speakers and instructors can be applied to your studies and, ultimately, to your professional practice. A take-home midterm assignment and student group presenta-
tions are designed to allow you to focus on your specific subject-specific interests and to provide opportunities for developing professional writing and public speaking skills.

To be successful in this course you should be actively engaged in class and group discussions as well as asking thoughtful questions of our speakers and fellow students. This course provides a unique opportunity for you to learn and expand your professional and scientific skills, through direct interactions with a diverse community of climate change scientists and professionals; please take advantage of the experience by being prepared.

5 Course Objectives

The objectives of EES1100 are to:

1. provide a time for the MEnvSc cohort to meet, discuss and share information on current issues and solutions in environmental science,

2. offer training in non-academic skills required for successfully entering the professional world,

3. present professional examples of environment science-related research and investigations,

4. allow students the opportunity to participate in a team research, requiring students to consult with academic, government, and industry professionals at the cutting-edge of their fields, and

5. provide opportunities for the assessment and improvement of written and oral presentation skills.

6 Course Web Page

The course web site is available through Blackboard: https://portal.utoronto.ca. The Blackboard system is accessible using your UTORID which you would have been assigned to you as part of registration. All course information, resources, assignments and communications will be posted on Blackboard. It is your responsibility to check the information frequently. You must also ensure that you use your University of Toronto email address on Blackboard. If you are unfamiliar with Blackboard you can find a tutorial here and additional information at: http://www.utsc.utoronto.ca/technology/blackboard-portal

7 Assignments

7.1 Fall 2017

7.1.1 ALL STUDENTS: Take-Home Midterm Assignment

Students will be provided with a take-home midterm assignment based upon the invited speaker presentations given during the fall term. The objective of the assignment is for students to develop critical thinking, creative research, and professional writing skills while expanding on information presented by a variety of speakers. Clear and concise note-taking during the seminars should benefit you when completing the assignment. The midterm assignment will be posted on Blackboard on December 7th, 2017 and will be due no later than January 11th, 2018 at 11:59 pm. The assignment is worth 25% of your final grade.
7.1.2 **INTERNSHIP STUDENTS ONLY**

Internship students are required to complete 4 Job Search Preparation Activities, which often consist of several components each (see below). These are straightforward, written exercises related to skills assessment and development and will be assigned during the internship workshops as detailed in the “Workshop Details” section.

**WORKSHOP DETAILS:**

Workshops and related assignments are for internship stream students; however research stream students are invited to participate in the exercises (although their assignments will not be marked).

**Workshop #1: Networking: The Art of Conversation**

- Realize the importance of networking and how it penetrates the hidden job market
- Learn how to build a network
- Understand the ‘sales’ aspect of job searching
- Boost confidence when approaching a person in their network
- In-class networking activities

Job Preparation Activity - Networking assignments (due October 12\(^{th}\), November 2\(^{nd}\), November 30\(^{th}\), 2017 & January 11\(^{th}\), 2018)

**Workshop #2: Resume/Cover Letters: Shameless Self Promotion**

- Important elements of a resume and cover letter will be explained
- In-class skills assessment
- Sign up for first round of individual resume reviews

Job Preparation Activity: accomplishment Statements – In-class Assignment and Resume and Cover Letter Review Meetings (in October)

**Workshops #3 & #4: Interviewing I and II:**

- Learn why the first 5 minutes of the interview are the most important
- Overcome insecurities and nervousness often caused by an interview situation
- Become skilled at various interviewing methods, questions to properly prepare for meetings

Job Preparation Activity – Group Mock Interviews (to be scheduled after the mock job postings close – see below)

**Workshop #5: Job Searching/CSM Tutorial**

- A live online demonstration of how to search for jobs on the net
- How to properly read a job description
How to set up your CSM account and learn to navigate job postings within the site

Job Preparation Activity – Mock Job Application (late October or Early November)

7.1.3 RESEARCH STUDENTS ONLY: Research Backgrounder Assignment

Research students will write a 10-page paper on their topic of interest, with an emphasis on the state-of-the-science and the outstanding issues. This exercise is intended to allow you to write a more general overview of the topic of interest before focusing on a more specific research problem with your intended supervisor during the winter term. Research students should identify a supervisor as soon as possible in the fall term in order to make the most of the research backgrounder assignment. If you have not found a research supervisor by early October, please come speak to me. Details of the assignment will be provided on Blackboard and during the “research student” meeting on the first day of classes.

The assignment is worth 25% of your final grade; however, it will be completed in three separately evaluated steps:

Step 1: Annotated Bibliography (5%), due October 19th, 2017
Step 2: Abstract (5%), due November 9th, 2017
Step 3: Research Backgrounder Paper (15%), due December 15th, 2017

The final paper should be no more than 10 pages (2,000 to 3,000 words), double-spaced plus references and figures/tables. For tips about writing an annotated bibliography and an abstract, please consult: http://advice.writing.utoronto.ca/types-of-writing/

7.2 Winter 2018

7.2.1 ALL STUDENTS: GROUP PRESENTATIONS

0x2050: Climate Change Solutions Student Conference 2018

The second half of this course will be focused on oral presentations by student teams. The presentations will be conducted simulating the experience of presenting at a scientific or professional conference. We anticipate having about five groups of around three students each. Each team will choose a presentation topic in September. I leave it to you to form your teams based on common interests, so get to know each other! A seminar presented by Prof. Smith during the first class in September will help students to identify possible topics.

Presentations should focus on proposed mitigation and/or adaptation solutions to climate change impacts. Details and requirements of the assignment are presented on Blackboard in the document “Climate Change Solutions Student Conference – Guideline for Presenters”. The presentation assignment is worth 40% of your final course mark.

8 Evaluation
The course is graded as a “Credit” or “No Credit” format and will be recorded as such on your transcript. Your performance in this course will influence your long-term success both academically and professionally. We expect the effort you put forth to be similar to any other graded course. Although this course is graded as credit/non-credit, we will evaluate, provide feedback and return all written assignments. To receive credit for the course a minimum overall grade of 70% is required. Course work will be evaluated as follows:

8.1 Internship Students

1. Take home mid-term assignment 25%
2. Group Presentation – Conference 40%
3. Networking Assignments (Internship Students) 25%
4. Attendance/participation 10%

**PLEASE NOTE (Internship Students):** There will be additional assignments/activities that are not included in the above noted evaluation scheme; however, these additional assignments/activities are necessary in order to gain access to the internal job board. Failure to participate = no job access.

These activities include: Intake Meeting, Resume & Cover Letter Review Meeting, Mock Job Application and Group Mock Interview.

8.2 Research Students

1. Take home mid-term assignment 25%
2. Group Presentation – Conference 40%
3. Research Back grounder Assignment 25%
4. Attendance/participation 10%

9 Late Assignments

Assignments submitted late will not be accepted without an accompanying UTSC illness verification form (http://www.illnessverification.utoronto.ca/document/Verification%20of%20Student%20Illness%20(VOI)%20-%20Oct%202027%202016.pdf). Late assignments without an illness verification form will be deducted 10% for each 24 hour period late (weekends included).

10 Attendance and Code of Conduct

Attendance at all meetings of this course is mandatory. We understand that you may have to miss a class due to unforeseen circumstances or illnesses. Please inform Prof. Smith of any anticipated absences. Students will be deducted 2% for each absence until which time your participation mark reaches zero (i.e. 5 absences). Students receive one “free pass” for an explained absence with a reasonable explanation. Failure to regularly attend the course could result in a student receiving a final grade of “no credit” and having to repeat the course.

This course invites professionals, researchers and your fellow students to present valuable information to you as a colleague in climate change science. These presenters have taken the time to create and share information with you as a means of enriching your learning experience. Please respect the presenter’s time by:
1. Arriving to class on time
2. Refraining to engage in unrelated conversations while the presenter is speaking
3. Turning off your cell phone during the class and refraining from checking or sending texts
4. Refraining from using a laptop computer during class for the purposes of “surfing the net” checking email and social media. While it is acceptable to use a laptop for taking notes during class, research has shown that “old fashioned” written note taking is far superior for information retention. It is obvious to a speaker, and reflects poorly on the class, when audience members are simply surfing the internet or using social media. Please think about whether you want to use a computer during class and if you do make sure it is only for note taking.
5. Maintaining a professional attitude at all times, including verbal and non-verbal communication.

11 Academic Integrity

Academic integrity is fundamental to learning and achieving our course goals. The assignments in this course are designed to give you an opportunity to learn important skills and concepts by making honest attempts through your own thinking, writing, and hard work.

I am strongly committed to assigning grades based on my students’ honest efforts to demonstrate learning in this course. Academic dishonesty in any form will not be tolerated in my classes. All academic work in this course must adhere to the Code of Behavior on Academic Matters.

12 Accessibility

Students with diverse learning styles and needs are welcome in this course. In particular, if you have a disability/health consideration that may require accommodations, please feel free to approach me and/or the AccessAbility Services as soon as possible.

AccessAbility Services staff (located in Rm SW302, Science Wing) are available by appointment to assess specific needs, provide referrals and arrange appropriate accommodations 416-287-7560 or email ability@utsc.utoronto.ca. The sooner you let us know your needs, the quicker we can assist you in achieving your learning goals in this course.
## 13 Tentative Course Schedule

### FALL 2017

<table>
<thead>
<tr>
<th>Week</th>
<th>Time Slot: 15:00-16:30</th>
<th>Time Slot 16:30-18:00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 14th</td>
<td></td>
<td><strong>INTERNSHIP STUDENTS:</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>4:30pm: Internship Program Overview (Anisa)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5:30pm: Hub Information Session (Gray Gaffam)</td>
</tr>
<tr>
<td></td>
<td>Course Overview</td>
<td><strong>RESEARCH STUDENTS:</strong></td>
</tr>
<tr>
<td></td>
<td>(Karen)</td>
<td>Research Program Overview (Karen)</td>
</tr>
<tr>
<td>Date</td>
<td>Activity</td>
<td>Instructor</td>
</tr>
<tr>
<td>------------</td>
<td>---------------------------------------------------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Sept. 21st</td>
<td>Leslie Anthony Science and adventure writer, zoologist</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept. 28th</td>
<td>Marjorie Shepherd Director of the Climate Research Division Environment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>and Climate Change Canada</td>
<td></td>
</tr>
<tr>
<td>Oct. 5th</td>
<td>INTERNSHIP STUDENTS: Shameless Self-Promotion Part 1: Resume, Cover</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Letter</td>
<td></td>
</tr>
<tr>
<td>Oct. 12th</td>
<td>Lindsay Wiginton Analyst, Transportation and Urban Solutions</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pembina Institute</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct. 19th</td>
<td>INTERNSHIP STUDENTS: Shameless Self-Promotion Part 2: Interview Skills</td>
<td></td>
</tr>
<tr>
<td>Oct. 26th</td>
<td>Paul Kushner Professor of Physics</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U of T St. George</td>
<td></td>
</tr>
<tr>
<td>Nov. 2nd</td>
<td>INTERNSHIP STUDENTS: Career Panel: MEnvSc Alumni</td>
<td></td>
</tr>
<tr>
<td>Nov. 9th</td>
<td>Speaker TBA</td>
<td></td>
</tr>
<tr>
<td>Nov. 16th</td>
<td>INTERNSHIP STUDENTS: Career Panel: Alternative Careers in The Environmental Sector</td>
<td></td>
</tr>
<tr>
<td>Nov. 23rd</td>
<td>Marc McAree Certified Environmental Law Specialist</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Willms &amp; Shier Environmental Lawyers</td>
<td>City of Pickering</td>
</tr>
<tr>
<td>Nov. 30th</td>
<td>INTERNSHIP STUDENTS: Presentation Skills with Derrick Pick, Delaine</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Consulting</td>
<td></td>
</tr>
<tr>
<td>Dec. 7th</td>
<td>Take-home Midterm posted on Blackboard</td>
<td></td>
</tr>
<tr>
<td>Week</td>
<td>Time Slot: 15:00-16:30</td>
<td>Time Slot: 16:30-18:00</td>
</tr>
<tr>
<td>------------</td>
<td>------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Jan. 11th</td>
<td>Speaker TBA</td>
<td>Take-home Midterm due</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Networking Assignment #4 Due</td>
</tr>
<tr>
<td>Jan. 18th</td>
<td>GRADUATE PROFESSIONAL DAY - SHERYL STEVENSON</td>
<td></td>
</tr>
<tr>
<td>Jan. 25th</td>
<td>0x2050 Conference Presentations</td>
<td></td>
</tr>
<tr>
<td>Feb. 1st</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Feb. 8th</td>
<td>0x2050 Conference Presentations</td>
<td></td>
</tr>
<tr>
<td>Feb. 15th</td>
<td>NETWORKING EVENT - SHERYL STEVENSON</td>
<td></td>
</tr>
<tr>
<td>Feb. 22nd</td>
<td>READING WEEK – NO CLASS</td>
<td></td>
</tr>
<tr>
<td>Mar. 1th</td>
<td>0x2050 Conference Presentations</td>
<td></td>
</tr>
<tr>
<td>Mar. 8th</td>
<td>No Class (spare if needed)</td>
<td></td>
</tr>
<tr>
<td>Mar. 15th</td>
<td>0x2050 Conference Presentations</td>
<td></td>
</tr>
<tr>
<td>Mar. 22nd</td>
<td>No class (spare if needed)</td>
<td></td>
</tr>
<tr>
<td>Mar. 29th</td>
<td>Course wrap up - pizza party!</td>
<td></td>
</tr>
</tbody>
</table>