**Seminar**

ABE 6931   Section GNVL, IFAS, & DIST  
Class Periods:   Monday, Period 7 (1:55 PM - 2:45 PM)  
***Location:***  Rogers 129  
***Academic Term:***  Spring 2024

***Instructor:***

Richard V. Scholtz, III  
Rogers 107  
rscholtz@ufl.edu  
352-294-6704 and 352-339-1751  
Office Hours:   Wednesday, and Friday - Period 4 and 5 (10:35 am – 12:35 pm), or by appointment. Contact via email to setup a Zoom or Teams Connection.

***Course Description***

Preparation and presentation of reports on specialized aspects of research in agricultural engineering and agricultural operations management.

***Course Pre-Requisites / Co-Requisites***

None.

***Course Objectives***

The objective of this course is to expose students to some of the many issues that will impart a sense of professional, ethical and societal responsibility upon them, as well as an awareness of the global and international impact of the profession. A further objective is to improve their presentation skills, while providing them the opportunity to present their work/interests.

***Recommended Materials***

* Gallo, C. 2014. Talk Like TED: The 9 Public-Speaking Secrets of the World's Top Minds. St. Martin’s Press (imprint of Macmillian), NY. ISBN-10: 1250041120
* Reynolds, G. 2011. Presentation Zen: Simple Ideas on Presentation Design and Delivery (Voices That Matter). 2nd. ed. New Riders, NY. ISBN-10: 0321811984

***Course Format***

The schedule will be a mix of a few guest speakers, and in class presentations by students. Participation includes presenting and critiquing other presenters.

***Announcement Policy***

Students will be held responsible for all announcements made in class, which includes any and all changes to this syllabus and the course lecture schedule. Students are expected to attend all lectures and any guest speakers scheduled.

***Attendance Policy, Class Expectations, and Make-Up Policy***

The student will get out of this course, what they put into it. Attendance is required. Students are allowed to miss no more than one period, when the absence is communicated prior to the date in question. Signing in is mandatory. Late Arrivals will be penalized.

To make-up an unavoidable class period with prior notification the student will be required to attend one additional seminar (for each absence with prior notification, after the first). Tardiness will be treated similarly. To make up a missing class without prior notification, or excessive tardiness the student will be required to attend three addition seminars (at least one must be outside the department). Excused absences must be consistent with university policies in the Graduate Catalog ([https://catalog.ufl.edu/graduate/regulationsLinks to an external site.](https://catalog.ufl.edu/graduate/regulations)) and require appropriate documentation. Additional information can be found here: [https://gradcatalog.ufl.edu/graduate/regulations/Links to an external site.](https://gradcatalog.ufl.edu/graduate/regulations/)

***Evaluation of Grades/Grading Policy***

This is an S/U course.

A Satisfactory grade will be awarded for:

* Attendance and participation
* A 15 t0 20-minute topical presentation
* A Self-Assessment of your 15 to 20-minute topical presentation
* A 10-minute professional paper presentation
* A quick presentation, chosen at random
* Attendance at three professional seminars (at least one must be outside the department)
* Attendance at an additional professional seminar (for each week without a class scheduled seminar)

An Unsatisfactory grade will be awarded for:

* Missing more than one scheduled class periods with prior notification, and without makeup (with prior notification, makeup is an external seminar for each after the first absence)
* Missing any class without prior notification, and without makeup (without prior notification, makeup is three external seminars)
* Tardiness to class, more than once, and without makeup
* Failure to participate
* Failure to attend three professional seminars
* Or any above combination

More information on UF grading policy may be found at:

[UF Graduate Catalog](https://catalog.ufl.edu/graduate/?catoid=10&navoid=2020#grades)  
[Grades and Grading Policies](https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/)

***Students Requiring Accommodations***

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center by visiting <https://disability.ufl.edu/students/get-started/> . It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

***Course Evaluation***

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/> . Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/> . Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/> .

**In-Class Recording**

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

***University Honesty Policy***

Students will be strictly held to the University of Florida's policy on Academic Honesty. Any act of cheating, plagiarism, or any other dishonest act will be prosecuted to the fullest extent. Students should also strive to think and act as professionals. Students should extend all guests professional and common courtesy.

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code ([https://sccr.dso.ufl.edu/process/student-conduct-code/).](https://sccr.dso.ufl.edu/process/student-conduct-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions.  Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

***Commitment to a Safe and Inclusive Learning Environment***

The Herbert Wertheim College of Engineering values varied perspectives and lived experiences within our community and is committed to supporting the University’s core values, including the elimination of discrimination.  It is expected that every person in this class will treat one another with dignity and respect regardless of race, creed, color, religion, age, disability, sex, sexual orientation, gender identity and expression, marital status, national origin, political opinions or affiliations, genetic information, and veteran status.

If you feel like your performance in class is being impacted by discrimination or harassment of any kind, please contact your instructor or any of the following:

* Your academic advisor or Graduate Program Coordinator
* HWCOE Human Resources, 352-392-0904, [student-support-hr@eng.ufl.edu](mailto:student-support-hr@eng.ufl.edu)
* Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, [taylor@eng.ufl.edu](mailto:taylor@eng.ufl.edu)
* Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, [nishida@eng.ufl.edu](mailto:nishida@eng.ufl.edu)

***Software Use***

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use.  Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator.  Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate.  We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

***Student Privacy***

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments.  For more information, please see:  <https://registrar.ufl.edu/ferpa.html>

***Campus Resources:***

*Health and Wellness*

**U Matter, We Care:**

Your well-being is important to the University of Florida.  The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need.  If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) so that the U Matter, We Care Team can reach out to the student in distress.  A nighttime and weekend crisis counselor is available by phone at 352-392-1575.  The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center.  Please remember that asking for help is a sign of strength.  In case of emergency, call 9-1-1.

**Counseling and Wellness Center:** [https://counseling.ufl.edu](https://counseling.ufl.edu/), and  392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

**Sexual Discrimination, Harassment, Assault, or Violence**

If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the [**Office of Title IX Compliance**](https://titleix.ufl.edu/), located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, [title-ix@ufl.edu](mailto:title-ix@ufl.edu)

**Sexual Assault Recovery Services (SARS)**

Student Health Care Center, 392-1161.

**University Police Department**at392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/> .

*Academic Resources*

**E-learning technical suppor***t*, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. https://lss.at.ufl.edu/help.shtml.

**Career Connections Center**, Reitz Union, 392-1601.  Career assistance and counseling; https://career.ufl.edu.

**Library Support**, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.

The Agricultural & Biological Engineering Department has a designated librarian to support your research needs. Amy Buhler is our liaison librarian for all things related to our profession. You are welcome to reach out and schedule an appointment abuhler@ufl.edu. Here is a link to the library's subject guide to Agricultural & Biological Engineering: https://guides.uflib.ufl.edu/abe

**Teaching Center**, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <https://teachingcenter.ufl.edu/> .

**Writing Studio, 302 Tigert Hall***,*846-1138. Help brainstorming, formatting, and writing papers. <https://writing.ufl.edu/writing-studio/> .

**Student Complaints Campus***:*<https://sccr.dso.ufl.edu/policies/student-honor-code-student-conduct-code/>;[https://care.dso.ufl.edu](https://care.dso.ufl.edu/).

**On-Line Students Complaints***:* *;  https://distance.ufl.edu/state-authorization-status/#student-complaint.*

**Student Questionnaire:** [*https://forms.office.com/r/7EgqYARAeX*](https://forms.office.com/r/7EgqYARAeX)