

MGRD 425 – Leadership and Professional Development Skills for Biomedical Sciences

0 credits, P/NP

TBD; Location: TBD

Instructor

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Class format and/or meeting times

This class will meet once a week for 60 minutes, from XX- XX. You are expected to attend all sessions. There will be some, but very limited amount of outside work.

Course description

This course is designed to give graduate students in the biomedical and health sciences an opportunity to reflect on their professional skills and develop skills in the area of leadership, teamwork, critical thinking, professional development, creativity and problem solving.

Prerequisites and/or intended student population

This course is designed for graduate students (masters, doctoral as well as postdocs) in the School of Medicine, but is open to other students with instructor permission.

Recommended and/or Required textbook(s) and/or other supplies

Just you and your willingness to grow as a professional!

Learning objectives

1. Understand your values and strengths and how to leverage them to be an effective leader and team member.
2. Reflect on your goals and professional development to develop skills to be a lifelong learner with continuous improvement.
3. Learn tools to make you a more effective leader and professional.
4. Develop skills in critical thinking, creativity and problem solving.

Course schedule/topics/plan

Day	Class topic	Guest	Class Learning Objective(s) covered
	Introduction, values explorer		1
	Managing your time and energy		3
	Strengths Quest	Dominic Gattozzi, <i>Asst. Dir. for Leadership Program, Division of Student Affairs</i>	1
	Developing a career development plan		2
	Presenting your best self		3
	Networking		3
	Leadership styles		4
	Emotional Intelligence	Tina Lining <i>Sr. Dir. Office of Diversity, Equity and Inclusive Excellence</i>	3
	No class-Break		

	Tolerance/inclusivity	Tina Lining <i>Sr. Dir. Office of Diversity, Equity and Inclusive Excellence</i>	3
	Teamwork – tips for developing a team, your role on a team, running an effective meeting		3
	Leading relationships		3
	Conflict resolution		3
	Creativity/problem solving		4
	Critical thinking		4

Assessment and grading

This class is an ungraded (pass/no pass) class. This is a professional development course, and the expectation is that you will have the maturity to let me know if you will not make it to class. If I do not receive notification that you will miss the class at least 15 minutes prior to the start of the class, it will be considered unexcused and result in a NP. To pass the class, you may not have more than two excused absences (and 0 unexcused absences). I do not care what the reason for missing is.

Course specific guidelines/rules/policies

You are expected to be an active participant in the class and to be respectful and supportive of your classmates.

Disability Accommodations

In accordance with federal law, if you have a documented disability, you may be eligible to request accommodations from Disability Resources. In order to be considered for accommodations you must first register with the Disability Resources office. Please contact their office to register at 216.368.5230 or get [more information on how to begin the process](#). Please keep in mind that accommodations are not retroactive.

Diversity and Inclusion

It is the intent that all students regardless of their background and perspective be well-served by this class. Further, we intend to present material whose content is respectful of diversity (gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture) and deliver it in a way that respects these differences as well. We expect that all students, instructors and guests will help foster an atmosphere of respect, trust and safety in the classroom.

If you have suggestions for how to make the class content or environment more inclusive, or have specific incidents to report, please reach out to the instructor. If you are not comfortable reaching out to the instructor, feel free to reach out to someone else, such as the School of Medicine Graduate Education Office (som-geo@case.edu) or the Office for Diversity, Equity and Inclusive Engagement (oideo@case.edu).

More information on University policy and resources are available on the [Office for Diversity, Equity and Inclusive Engagement's website](#).

Academic Integrity

Any violation of the University's Code of Ethics will not be tolerated. All forms of academic dishonesty including cheating, plagiarism, misrepresentation, and obstruction are violations of academic integrity standards and will result in a minimum penalty of receiving a zero for the assignment, the potential for failing the entire course. Cheating includes copying from another's work, falsifying problem solutions or laboratory reports, or using unauthorized sources, notes or computer programs. Plagiarism includes the presentation, without proper attribution, of another's words or ideas from printed or electronic sources. It is also plagiarism to submit, without the instructor's consent, an assignment in one class previously submitted in another. Misrepresentation includes forgery of official academic documents, the presentation of altered or falsified documents or testimony to a university office or official, taking an exam for another student, or lying about personal circumstances to postpone tests or assignments. Obstruction occurs when a student engages in unreasonable conduct that

interferes with another's ability to conduct scholarly activity. Destroying a student's computer file, stealing a student's notebook, and stealing a book on reserve in the library are examples of obstruction. In addition, the incident will be reported to the Dean of Undergraduate Studies and Academic Review Board for undergraduates or Senior Associate Dean of Graduate Studies, for Graduate Students. The CWRU Statement of Ethics for graduate students can be found here:
<http://case.edu/gradstudies/about-the-school/policies-procedures/>