

**AEB2935 (2 credit): FRE Seminar – Spring 2025**

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**Course Time and Location:** Tuesdays 3:00PM – 3:50PM Location CSE E221

**Instructor information:** Trey Gifford ([agifford1@ufl.edu](mailto:agifford1@ufl.edu) and 352-294-7640)

**Office Hours and Location:** Thursdays, 2:00PM – 3:00PM McCarty Hall A room 1170A

**Course Description:** Introduces the Department of Food and Resource Economics and career opportunities for its graduates.

**Prerequisites:** None

**Undergraduate Advisor:** Mr. Trey Gifford; 1170B McCarty Hall A; (352) 294-7640;  
E-mail: [agifford1@ufl.edu](mailto:agifford1@ufl.edu)

**Undergraduate Coordinator:** Dr. Misti Sharp; 1189 McCarty Hall A; (352)294-7632;  
E-mail: [mistisharp@ufl.edu](mailto:mistisharp@ufl.edu); [Schedule an appointment](#)

**Expected Student Learning Outcomes:**

- Identify activities and university resources that positively impact individual student success
- Plan networking methods for both in person and online interactions
- Construct introductory professional documents such as resumes and profiles for online platforms
- Formulate a strategic development plan to increase opportunity for post-graduation employment in FRE related industries
- Identify example careers of FRE alumni with attendance at required guest speaker lectures.
- Gain FRE-specific connections in regard to academic development through interaction with faculty and introductions to departmental opportunities including research, organizations, and graduate school

**Required Course Materials:**

- **Text:** *No textbook is required for this course*
- **E-learning:** There is an [E-Learning Canvas webpage](#) for this course. E-learning can be accessed via <http://elearning.ufl.edu> using your Gatorlink username and password. If you are having difficulties accessing E-learning, please contact the UF Computing Help Desk by calling (352)-392-HELP or via email [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

**Class Structure:** This class will be conducted face-to-face.

## AEB2935 Syllabus

### Grading for AEB 2925:

ASSIGNMENT	POSSIBLE POINTS
<b>GENERAL ASSIGNMENTS</b>	
Attendance (10 points each, must attend at least 11/13 classes)	110
Syllabus + Honor Code Quiz	10
Introduction Discussion Post	10
Resume Module Quiz	20
<b>CAREER AND PROFESSIONAL DEVELOPMENT ASSIGNMENTS</b>	
Resume	50
Online Professional Branding (LinkedIn + Gator CareerLink)	50
Career Planning Appointment (Schedule 10 pts + Complete 40 pts)	50
Career Showcase	40
Student Activities and Involvement Quiz	10
<b>BASIC CAMPUS AND STUDENT SUCCESS KNOWLEDGE</b>	
Faculty Interview (Schedule 10 pts + Complete 40 pts)	50
Campus Resource Quiz	10
Academic Advising Registration Prep—Proposed Spring Schedule	10
<b>PERSONAL DEVELOPMENT AND EXPLORATION</b>	
Alumni Engagement/Guest Speaker Series: Question Submitted for Review (10 points each)	40
Development Plan (Complete 40 pts)	40
<b>TOTAL</b>	<b>500</b>

### Grading Scale

Grade	Percentage	Total points
A	93% or more	465+
A-	90.0 – 92.9%	445 - 464
B+	86.0 – 89.9%	435 - 444
B	83.0 – 85.9%	416 - 434
B-	80.0 – 82.9%	400 - 415
C+	76.0 – 79.9%	386 - 399
C	73.0 – 75.9%	366 - 385
C-	70.0 – 72.9%	351 - 365
D+	66.0 – 69.9%	336 - 350
D	63.0 – 65.9%	300 - 335
D-	60.0 – 62.9%	311 - 327
E	59.9% or less	≤ 299

**\*\*Please note that grades are not ‘rounded’ or ‘adjusted’ at the end of the term.\*\***

**Grades and Grade Points:** For information on current UF policies for assigning grade points, see <https://catalog.ufl.edu/UGRD/academic-regulations/grades-grading-policies/>

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**Attendance and Make-Up Work:** Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at:

<https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/>

### Weekly Course Schedule & Assignment Deadlines

Week	In-class activities	Class Date	Assignments (Due on canvas by 11:59 pm following Tuesday)
1	Introduction, Syllabus	1/14	Syllabus & Student Honor and Conduct Code Quiz; Introduction Discussion Post
2	Resume Discussion/LinkedIn	1/21	Resume Lecture Quiz
3	Career Center/LinkedIn/Internships	1/28	Campus Resource Quiz Online Networking Profiles
4	Grad School opportunities, research	2/4	Career Showcase
5	Involvement Opportunities in FRE	2/11	Student Involvement Quiz + Report Resume
6	Minors and Majors Discussion	2/18	N/A
7	Development Plan	2/25	Development Plan
8	Department Overview/Faculty Interview	3/4	Faculty Interview
9	Study Abroad	3/11	Career Planning Appointment
10	No class, Spring Break	3/18	
11	Registration Preparation	3/25	Academic Advising
12	Alumni Speaker	4/1	Guest Speaker Series
13	Alumni Speaker	4/8	Guest Speaker Series
14	Alumni Speaker	4/15	Guest Speaker Series
15	Alumni Speaker	4/22	Guest Speaker Series

### Course Assignments and Expectations:

#### **SYLLABUS & STUDENT HONOR AND CONDUCT CODE QUIZ (10 points):**

After reviewing the syllabus and information regarding the UF Student Honor and Conduct Code, you will be tested to ensure you understand the expectations of the course and the university's in the academic setting. As both of these will be covered during the first in person day of class, it is suggested you wait to take the quiz until after class. However, you are free to

complete it early if desired. The quiz is limited to 2 attempts, so please review beforehand! Top attempt used for grading.

**INTRODUCTION DISCUSSION POST (10 points):**

This assignment will allow your instructor and peers to learn about you and what you are looking to get out of FRE. Please post a short introduction describing you in the discussion group and change your profile picture within Canvas to complete the assignment.

**RESUME LECTURE QUIZ (20 points):**

We will have visitors from the Career Resource Center to discuss how to prepare for a job search. After this class, there will be a quiz on the lecture provided.

**STUDENT INVOLVEMENT QUIZ + REPORT: (10 points)**

Involvement is a crucial part of the student experience. We encourage you to explore your personal and professional interests via clubs and organizations on campus. As a head start, students will complete a Student Activities and Involvement Quiz online. Submit this and a plan of what you hope to get involved with this semester and long term.

**RESUME (50 points):**

A great resume is not only essential to a successful internship/job search, but also key to obtaining various involvement and leadership opportunities within the College and UF. Create a current resume using the resources available on the Career Resource Center's website (<https://career.ufl.edu/students/prepare-for-your-search/prepare-your-tools/>).

When submitting your final resume, please make sure to submit a PDF copy of your resume to maintain formatting across platforms. If you wish to have your resume reviewed earlier, please submit early and let me know.

**CAMPUS RESOURCE QUIZ (10 points):**

Getting to know UF and the larger community early can set you up for success in your college career by being knowledgeable of available resources. Since we only have a limited amount of time in class, this assignment hopes to utilize a quiz format to increase awareness. Question formats include multiple choice as well as free response.

**ONLINE NETWORKING PROFILES (LINKEDIN AND GATOR CAREERLINK) (50 points):**

As a University of Florida student, it's important to be familiar with the resources available to you. In addition to networking on popular website such as LinkedIn, the Gator CareerLink is a career portal for UF students to utilize. Employers use this platform to recruit UF students and alumni. This is also a hub for upcoming events, resources, professional opportunities, and much more.

Create a professional profile on LinkedIn and Gator CareerLink.

**CAREER SHOWCASE (40 points):**

Career Showcase is an university-wide event in which recruiters from across the globe come in to table at the O'Connell Center. There are two days of the event, but most FRE students attend

the non- technical day. For more information about Career Showcase please visit:  
<https://career.ufl.edu/events- and-programs/career-fairs/career-showcase/>

The assignment is composed of 2 components:

1. Prep-Work—Prior to Career Showcase, use your Gator CareerLink to explore companies at the event and positions they are hoping to fill. Select 3 companies you are interested in with 1 position each that you would be interested in applying for. Please include information explaining your fit for the position and how this furthers your professional long- term goals.
2. Reflection—After going to Career Showcase and speaking with these three companies, reflect on your experience. Considering this is an event that happens 2x per year, it's best to use this to see how you can improve your approach and qualifications between now and the next event.

**DEVELOPMENT PLAN (40 points):**

With many students engaging in AEB3935 during their first semester in Food and Resource Economics, the final project for the course will summarize your current state as a student and where you plan to go to seek professional and personal development. Using what you have learned in this course, develop a game plan between now and graduation. In addition to doing well in your classes, what is your plan to engage in developing opportunities (professionally and personally). Develop 5 SMART goals you wish to accomplish the next semester and 5 SMART goals you would like to accomplish within the next year. Include how you will achieve these goals, why they are important, and how you will build off of these goals to reach your long term goals (and what that looks like).

**FACULTY INTERVIEW (50 points):**

In FRE, we take the time to get to know each of you personally, so that we can assist you in a more meaningful way. For the assignment, please schedule an appointment with a faculty member in the department. It's best to find a faculty member in which you both share similar interests (i.e. research focus). You will be required select a minimum number of questions from a questionnaire bank to ask your faculty member. However, you are open to asking additional questions as well. Submit this and a small reflection. We hope to discuss in class should time allow. To ensure students are planning ahead, the appointment is split into two portions (scheduling and completing).

Please Note: All faculty have been instructed that they may only have 3 students meet with them for this assignment.

**CAREER PLANNING APPOINTMENT (50 points):**

It is important to be intentional with the time and activities you participate in while at UF. To complete the assignment, you will schedule and complete a Career Planning Appointment with the Career Connections Center. You can use this guide on how to make an appointment [HERE](#). Choose any of the Topics 2-5; 8-10 (under Career Planning Appointments).

To ensure students are planning ahead, the appointment is split into two portions (scheduling and completing). Plan accordingly.

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After the appointment, you will submit proof of the completed appointment and a reflection covering what you have learned as a result and how you hope to utilize the information received in your professional development as a UF student.

### **ACADEMIC ADVISING (10 points):**

Many programs (Food and Resource Econ. included) require most courses to be taken in lock step order. Successful students visit their advisor at least once a semester. To ensure you will remain on track, you will be required to look at your degree audit and come up with a draft schedule for the upcoming semester and note any academic goals you may have (i.e. minor, graduate program, etc.). Submitting the assignment will provide structure and allow FRE students specifically to receive feedback prior to Advanced Registration.

FRE Students: Note that a degree checklist with suggested plan is usually emailed to you. Feel free to work based on that. No appointment with me is required.

Non-FRE Students: Meet with major advisor  
Graduating Students: Provide post-grad plans.

### **GUEST SPEAKER SERIES (10 points each, 4 assignments, 40 points total):**

The Food and Resource Economics major leads to a wide variety of job opportunities across many industries. Understanding this, we will have FRE alumni guest speakers to share their experience in FRE, their job search, and details about their current professional background.

Prior to class, it is encouraged that you learn about the guest speaker and submit a question regarding their background or experience.

These questions may be selected during the Q&A portion of the lecture. You are free to ask questions during class, but please remember to submit this in the class assignment before the 11:59PM deadline that evening.

There are 4 guest speakers, so there are 4 assignments in this category in total for a combined 40 point total.

### **Online Course Evaluation Process**

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. 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/>.

**Academic Honesty:** As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: *“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”* You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit 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."*

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>

### **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.

### **Services for Students with Disabilities**

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

0001 Reid Hall, 352-392-8565, <https://disability.ufl.edu/>

### **Campus Helping Resources**

Students experiencing crises or personal problems that interfere with their general wellbeing are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

**Whole Gator App** and website connects UF students with resources dedicated to supporting overall health and well-being. In addition to many of the resources below it also has strategies to practice self-care. <https://one.uf.edu/whole-gator/topics>

### **Health and Wellness**

U Matter, We Care: If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

Counseling and Wellness Center: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

University Police Department: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.

Student Success Initiative, <http://studentsuccess.ufl.edu>.

**Student Health Care Center:** Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

### **Academic Resources**

*E-learning technical support: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).*

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[Career Connections Center](#): Reitz Union Suite 1300, 352-392- 1601. Career assistance and counseling services.

[Library Support](#): Various ways to receive assistance with respect to using the libraries or finding resources. Call 866-281-6309 or email [ask@ufl.libanswers.com](mailto:ask@ufl.libanswers.com) for more information.

[Teaching Center](#): 1317 Turlington Hall, 352-392-2010 or to make an appointment 352-392-6420. General study skills and tutoring.

[Writing Studio](#): Daytime (9:30am-3:30pm): 2215 Turlington Hall, 352-846-1138 | Evening (5:00pm-7:00pm): 1545 W University Avenue (Library West, Rm. 339). Help brainstorming, formatting, and writing papers.

Academic Complaints: Office of the Ombuds; [Visit the Complaint Portal webpage for more information.](#)

Enrollment Management Complaints (Registrar, Financial Aid, Admissions): [View the Student Complaint Procedure webpage for more information.](#)

### **Student Complaints:**

Residential Course: <https://www.ombuds.ufl.edu/complaint-portal/>  
Online Course: <https://pfs.tnt.aa.ufl.edu/state-authorization-status/#student-complaint>