



Career Skills Approval Form

Department will submit completed form to GradSuccess@marquette.edu. Follow applicable process below. Approved courses will be published annually in the Graduate Bulletin.

Current course:

- Submit approval form and syllabus/description to the Graduate School by October 15; departments enter approved modifications in Courseleaf following Office of the Registrar curriculum calendar.

New course, workshop, practical experience:

- Submit approval form and syllabus/description to the Graduate School by March 1.
 - If approved, the department will use shell course (DEPT 8097, 8098, or 8099) for the following academic year; then enter and build new course using the Office of the Registrar curriculum building schedule for the subsequent year.

Submitting Unit: _____ **Date:** _____

Career Skill Being Met (Check One)

- _____ Career Discernment (8097)
_____ Communication (8098)
_____ Establishing Healthy Professional Communities (8099)

Is this an existing course other than 8097, 8098, 8099? _____ YES _____ NO

If yes, please state the course Number: _____

1. Describe the Course, Workshop, or Practical Experience being proposed (attach syllabus):

2. Please read the objectives associated with your targeted career skill (below). Describe how the proposed course, workshops, or experience will meet those objectives.

3. Please describe your plan to assess whether the course, workshop, or experience has met the intended objectives.

Signatures:

From Head of Submitting Unit

Date: _____

Dean of the Graduate School:

Date: _____

DOCTORAL CAREER SKILLS OBJECTIVES

CAREER DISCERNMENT: GRAD/DEPT 8097

Students will be able to identify and prepare for career pathways that are consistent with their values.

Objectives:

- Understand realities of academic job market for your discipline, creating space for career imagination and understand potential career paths.
- Exploration of, and defining student's own identity/experiences/values/strengths/gifts and how the career pathway fits with those values.
- Students will learn to identify and attain the skills and experiences necessary to obtain the career pathway they desire.

COMMUNICATION: GRAD/DEPT 8098

Students will be able to communicate their ideas and scholarship effectively to audiences beyond those in their discipline.

Objectives:

- Demonstrate the ability to communicate (e.g., research, expertise, experiences) effectively and ethically with disciplinary, cross-disciplinary, and nonacademic audiences.
- Demonstrate the ability to communicate effectively and ethically within various contexts, formats, and media.
- Demonstrate the ability to effectively deliver a presentation and facilitate discussion.

ESTABLISHING HEALTHY PROFESSIONAL COMMUNITIES: GRAD/DEPT 8099

Students will understand the importance of community building and engagement in the creation and maintenance of professional environments and how these issues are related to their relevant career pathways.

Objectives:

- Students will be aware of and able to identify various forms of bias in professional environments and will understand possible strategies to address any issues.
- Students will be able to articulate the value of universal design principles and their ethical application to their own area of studies and future professional endeavors.
- Students will be able to work productively and interact effectively with persons from varied backgrounds, experiences, values, ideas, and opinions, leading to stronger professional communities and environments.