

EML2920 Departmental and Professional Orientation

Lecture Location and Time: Synchronous Online (access via <https://elearning.ufl.edu/>)

Class Periods: T 5 period (11:45am to 12:35pm)

Academic Term: Fall 2021

It may become necessary to modify this syllabus during the semester.

In this event, students will be notified and the revised syllabus will be posted on the course web site.

Instructor:

Bruce Carroll
Room 218 MAE-A
bfc@ufl.edu
352-392-4943

Office Hours: The instructor is available to meet with students via zoom MWF 1-2 pm. (see course web site for zoom link)
Students should email instructor questions or to arrange Zoom meetings at other times.

Teaching Assistants:

None

Course Description

Principles of mechanical & aerospace engineering practice, professional standards and ethics. Credits: 1

Course Pre-Requisites / Co-Requisites

Mechanical Engineering or Aerospace Engineering Major

Course Objectives

The purpose of the course is to provide students with exposure to wide-ranging aspects of mechanical and aerospace engineering, including:

- Breadth of MAE subdisciplines
- Diversity of M&A engineers and endeavors
- Career paths, including graduate school
- Excitement, relevance, and societal impact of MAE
- Ethical practices and regulatory affairs
- Professional resources, e.g. recent graduates and professional societies
- Peer-reviewed research
- Intellectual property

To accomplish these broad objectives, specific knowledge and skills will be built through four modules focused on grand challenges in engineering: *Food and Water, Security, Healthcare, and Energy and the Environment.*

Professional Component (ABET):

This course introduces students to the ethics and professionalism.

Relation to Program Outcomes (ABET):

Outcome	Coverage*
1) An ability to identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics	Low
2) an ability to apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors	
3) an ability to communicate effectively with a range of audiences	Medium
4) an ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts	High
5) an ability to function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives	Medium
6) an ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions	
7) an ability to acquire and apply new knowledge as needed, using appropriate learning strategies	Medium

*Coverage is given as high, medium, or low. An empty box indicates outcome not significantly addressed by this course.

Materials and Supply Fees

- None

Required Textbooks and Software

- None

Additional Recommended Materials

- None

Required Computer:

It is important that you have your own computer. Details are provided on both the department and college websites:

- <https://www.eng.ufl.edu/students/resources/computer-requirements/>
- <https://mae.ufl.edu/academics/prospective/undergraduate/computer-requirements/>

Course Schedule

- Will be provided on class web site

Attendance Policy, Class Expectations, and Make-Up Policy

While attendance is not strictly monitored, it is extremely important that students attend class regularly. Participation, including weekly pre-lecture quizzes, does count as part of your grade. If you miss a lecture, you are responsible for finding out from a classmate what we did in class. Select material will be made available online, but not all content covered during lecture will necessarily be available online. Furthermore, students will be held responsible for knowledge of all scheduling and policy announcements made in class. Excused absences must be consistent with university policies in the undergraduate catalog and require appropriate documentation (<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>).

Evaluation of Grades

Assignment	Percentage of Final Grade
Group Projects	50%
Individual Assignments (Includes an Ethics Exam There is no final exam)	50%
	100%

Grading Policy

Percent	Grade	Grade Points
94 to 100	A	4.00
<94 to 90	A-	3.67
<90 to 87	B+	3.33
<87 to 84	B	3.00
<84 to 80	B-	2.67
<80 to 77	C+	2.33
<77 to 74	C	2.00
<74 to 70	C-	1.67
<70 to 67	D+	1.33
<67 to 64	D	1.00
<64 to 61	D-	0.67
<61 to 0	E	0.00

More information on UF grading policy may be found at: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Students Requiring 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.a.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.bluer.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

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://www.dso.ufl.edu/sccr/process/student-conduct-honor-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.

A violation of the honor code will result in academic sanctions (typically a failing grade assigned for the course) and further disciplinary action.

Commitment to a Safe and Inclusive Learning Environment

The Herbert Wertheim College of Engineering values broad diversity within our community and is committed to individual and group empowerment, inclusion, and the elimination of discrimination. It is expected that every person in this class will treat one another with dignity and respect regardless of gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture.

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 Undergraduate Program Coordinator: advising@mae.ufl.edu
- Jennifer Nappo, Director of Human Resources, 352-392-0904, jpennacc@ufl.edu
- Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, taylor@eng.ufl.edu
- Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, nishida@eng.ufl.edu

Software Use and Copyrighted Material

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use and the use of copyrighted material. 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: <http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Online Course Recording

Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

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 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: <http://www.counseling.ufl.edu/cwc>, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Assault Recovery Services (SARS)

Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or <http://www.police.ufl.edu/>.

Academic Resources

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

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <https://www.crc.ufl.edu/>.

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

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://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaint-process>.