

TO: The Engineering Faculty

FROM: The Faculty of the School of Agricultural and Biological Engineering

RE: New undergraduate course – ABE 40600 ABE Ambassador Leadership Seminar

The Faculty of the School of Agricultural and Biological Engineering has approved the following new undergraduate course. This action is now submitted to the Engineering Faculty with a recommendation for approval.

FROM:

ABE 49500 ABE Ambassador Leadership Seminar Sem. 1,2, Class 1, Cr. 1
Restrictions: Department Permission

Temporary course number. Course was taught Spring 2019 (25), Fall 2019 (13), Spring 2020 (26), Fall 2020 (18), and Spring 2021 (32).

TO:

ABE 40600 ABE Ambassador Leadership Seminar Sem. 1,2, Class 1, Cr. 1
Restrictions: Department Permission

Students engage in a weekly seminar/lab that includes topics such as leadership, professional skills, teamwork, engaging audiences and Purdue culture. Students utilize these skills while representing the Department of Agricultural and Biological Engineering to current and prospective students, alumni, donors, legislators, and other supporters of Purdue's Agricultural and Biological Engineering department. Students must be selected as an ABE Ambassador.

Reason: This course has been taught successfully as a temporary course and it is now being submitted for a permanent course number. This course provides academic/curricular structure to the ongoing ABE Ambassador Leadership program.



Nathan S. Mosier - Head of ABE

ABE 49500 ABE AMBASSADOR LEADERSHIP SEMINAR

INSTRUCTORS

Dr. Sara McMillan (she/her)
Lilly Hall 2-109
mcmill@purdue.edu

Nate Engelberth (he/him)
Lilly Hall 3-115B
nengelbe@purdue.edu

COURSE DESCRIPTION

Students will engage in a weekly seminar/lab that includes topics such as leadership, professional skills, teamwork, engaging audiences and Purdue culture. Students will utilize these skills while representing the Department of Agricultural and Biological Engineering to current and prospective students, alumni, donors, legislators, and other supporters of Purdue's Agricultural and Biological Engineering department. Students must be selected as an ABE Ambassador.

COURSE OBJECTIVES

1. Provide students with theoretical and experiential basis from which they may acquire and enhance their knowledge and skills in the areas of leadership principles and models; instructional techniques; curriculum/program design; Purdue structure, culture, and engineering education opportunities; and, personal/professional effectiveness, including teamwork and public speaking.
2. Provide students with the opportunity to develop effective engagement skills that will enable to effectively communicate, through hands-on learning experience, engineering/technology skill and concepts to youth and adults.
3. Provide students with the skills to successfully develop, implement and evaluate educational programs designed for specific audiences.

COURSE REQUIREMENTS

Your grade will be calculated from points gained from the following categories:

1. Class attendance is critical for success as an Ambassador as this is the primary vehicle of communication (100 points)
 - There are 15 class meetings this semester.
 - You are expected to attend every class. This should be your priority. If you successfully attend every class, you will receive all 30 points (2 points per class attended).
 - Prior notification of any absence is required.
 - If you miss more than 3 classes, then 4 points will be deducted for each missed class thereafter.

2. Event participation and communication (100 points)
 - You are expected to participate throughout the fall semester. We recognize that this is an ever-changing situation with the pandemic. These points are allocated and grades are determined by the instructors.
 - Ambassadors leadership team will be maintaining a record of participation and communication/responsiveness. The instructors will meet with the team every 2-3 weeks to ensure that everyone is able to participate and meeting expectations.
 - Some examples include:
 - ⇒ Participating in Engineering Your Major and presentations to freshman/sophomore level courses.
 - ⇒ Hosting an alumnus, perspective student or industry representative.
 - ⇒ Helping with recruitment – such as call nights – calling prospective students and answering questions or encouraging them to consider Purdue.
3. Program Development, Implementation and Evaluation (100 points)
 - We have developed a list of potential projects for you to complete either as a group or individually. You may also pitch a project that you think would positively impact ABE!
4. Assignments (100 points)
 - You receive points for your participation in the weekly discussion boards. These will be focused on specific topics, activities, or questions we want you to share with us and each other

GRADING	POINTS
Class attendance & participation	100
Event participation	100
Program development and implementation	100
Assignments	100

Letter Grade	Percent
A	90-100
B	80-89
C	70-79
D	60-69
F	>60

GENERAL COURSE POLICIES

1. Come to class. Be on time. Participate. Be Positive and Enthusiastic
2. Be Respectful
 - a. no cell phones
 - b. no chatting with others during discussions
 - c. Guest speakers require appropriate behavior
3. SLACK is the best way to reach us!
4. If you sign up for an event, arrive at least 15 minutes early and prepared to participate. Know your role and have an understanding of the hands-on lab (if applicable).

5. If you cannot attend a scheduled event, you need to contact Nate or Dr. McMillan or the contact for that event. If possible, find a substitute.

ACADEMIC INTEGRITY

I expect honesty and integrity from my students. Anything that appears with your name on it must reflect your own work. My definition of “working together” includes teaching each other how to solve a problem or checking each other’s work for mistakes. However, all work you submit under your name should be the result of your own efforts. If you copy someone else’s work or “split” the work and copy portions of it, you are being dishonest. The penalty for dishonesty is punitive grading. Examples of punitive grading are giving a lower or failing grade on the assignment, repeating the assignment and perhaps some additional assignment, or assigning a lower or failing grade for the course. All cases of academic integrity violations will be reported to the Dean of Students. <https://www.purdue.edu/odos/academic-integrity/>

“As a Boilermaker pursuing academic excellence, I pledge to be honest and true in all that I do. Accountable together - we are Purdue.”

STUDENTS WITH DISABILITIES

We strive to make learning experiences as accessible as possible. If you anticipate or experience physical or academic barriers based on disability, you are welcome to speak with me so that we can discuss options to help you be successful. Please do so as early as possible in the semester. You are also encouraged to contact the Disability Resource Center at: drc@purdue.edu or by phone: 765-494-1247

INCLUSIVE AND SAFE LEARNING ENVIRONMENT

We are committed to maintaining a community that recognizes and values the inherent worth and dignity of every person; fosters tolerance, sensitivity, understanding, and mutual respect among its members; and encourages each individual to strive to reach his or her own potential. Diversity among its many members strengthens our institution, stimulates creativity, promotes the exchange of ideas, and enriches campus life. Purdue University prohibits discrimination against any member of the University community on the basis of race, religion, color, sex, age, national origin or ancestry, genetic information, marital status, parental status, sexual orientation, gender identity and expression, disability, or status as a veteran. If at any time you feel discriminated against, please visit www.purdue.edu/report-hate to submit a complaint to the Office of Institutional Equity. Information may be reported anonymously. Purdue’s full nondiscrimination policy can be found at: http://www.purdue.edu/purdue/ea_eou_statement.html.

If you find yourself beginning to feel some stress, anxiety and/or feeling slightly overwhelmed, try WellTrack, <https://purdue.welltrack.com/>. Sign in and find information and tools at your fingertips, available to you at any time. If you or someone you know is feeling overwhelmed, depressed, and/or in need of support, services are available. For help, such individuals should contact Counseling and Psychological Services (CAPS) at (765)494-6995 and <http://www.purdue.edu/caps>. Purdue University is committed to providing a safe and secure campus environment for members of the university community. Violent behavior impedes such goals and is prohibited in or on any University Facility or while participating in any university activity. See the following website for more information: www.purdue.edu/policies/pages/facilities_lands/i_2_3.shtml.