

# Course Syllabus

## Personal & Community Wellness

### Summer I 2023

#### **Course Title: Personal and Community Wellness**

Course Number: ALHS 1300.060

Credits: 3 Hours

Prerequisites: None

Days/Hours of Class: NA

Room: Class is offered asynchronously online via **Canvas**.

#### **INSTRUCTOR INFORMATION**

Name and Title: Sarah Cowan, MS, CBE, RYT 200

**Email Address: [scowan@uttyler.edu](mailto:scowan@uttyler.edu)**

Office Location: HPC 3045,

Department Phone: **(903) 566-7031**

Office Hours: Please contact me via email if you would like to schedule an in-person meeting.

#### **COMMUNICATION WITH INSTRUCTOR**

You may contact me throughout the semester using the messaging feature in CANVAS, which will automatically send a message to my CANVAS inbox as well as my email. You may also email me directly at [scowan@uttyler.edu](mailto:scowan@uttyler.edu). If you would like to make an appointment with me, please message me. I will utilize CANVAS to contact you throughout the semester.

This is a summer course, which means we will move through course material quickly. It is your responsibility to check your email and Canvas inbox and announcements each day.

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#### **REQUIRED TEXTBOOK**

Gwen Robbins, Debbie Powers and Sharon Burgess (2017). A Wellness Way of Life. New York: McGraw Hill Education: 11th edition, ISBN 978-0-07-352350-7

You may order this book from various sources, including the UT Tyler Bookstore: <http://uttyler.bncollege.com/>  
Phone: 800-UTTYLER (800-888-9537) or 903-566-7070  
Fax: 903-566-1435

Note: The campus library also has an online version that has limited availability, and only 3 students may access it at one time: <https://libguides.uttyler.edu/c.php?g=1066647&p=7793199>

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#### **COURSE DESCRIPTION:**

ALHS 1300.060 Personal and Community Wellness: Study of individual, societal and cultural considerations in health and wellness; emphasis on health-related factors that a) the individual can affect and b) on individual decision-making.

## METHOD OF INSTRUCTION

This is a completely online course that will be conducted using an online platform called, CANVAS. Student learning experiences to include but are not limited to: a) observation and analysis of personal and community wellness behaviors b) reading textbook and supplementary material c) online engagement via Canvas through YouTube, PowerPoint presentations, and discussion board d) completion of all assignments, projects, and quizzes.

Please read this syllabus carefully and the Canvas links to “Expectations for…” before you do anything else in the course. Make sure to complete assignments by the due date (see canvas calendar). **Late submissions will not be accepted. You may set reminders for assignments/due dates using your Canvas Calendar/notification settings.**

## ASSIGNMENTS:

Detailed assignment instructions and due dates are located in Canvas under each module. Review “*Expectations for...*” in Canvas before submitting your first assignment. Late assignments will not be accepted. Do not collaborate with other students on quizzes. **Turn your Canvas notifications for “Grades” on in order to see instructor comments on assignments.**

**QUIZZES:** You will have 7 timed quizzes this summer, which you can complete at any time. Unlike your other assignments, there are no due dates for quizzes, so you may take them at your own pace. Do not collaborate with other students on quizzes.

**DISCUSSION BOARD:** You will have 7 discussion board assignments this summer. This is where you submit lab activities and comment on other posts in the course. Let us be as civil with our language as possible. Stick to issues under discussion without use of derogatory language even when disagreeing. You must make an original post before you can see others’ posts. Use references and citations on your original post, when necessary.

**PROJECTS:** You will have 4 projects this summer. These will require you to plan ahead, get creative, coordinate with others, and utilize video/audio on your phone or laptop. Please message me in advance of the due date if you have questions or concerns about a project. Note: Please be prepared for **technical difficulties** when submitting videos. Practice good time-management and submit videos early. If you have technical difficulties, you will be giving yourself time to address the problem. You may contact [itsupport@uttyler.edu](mailto:itsupport@uttyler.edu) for technical help. **LATE ASSIGNMENTS DUE TO TECHNICAL DIFFICULTIES WILL NOT BE ACCEPTED.**

## **TECHNICAL SUPPORT**

Because this is an online course, you need to know how to get help if and when you experience technical difficulties. UT Tyler’s IT Support department provides technical support for this online course. **For Canvas support**, click the Help button on the Global Navigation menu to the left to reach support via phone, online chat, or email. Canvas support is available **24/7** for both students and faculty. **For technical or computing support**, you can reach the Campus Computing Center (<https://www.uttyler.edu/ccs/cc/>) during the week, Monday - Thursday 7:00 a.m. to 11:00 p.m., Friday 7:00 a.m. - 8:00 p.m., or on the weekends, Noon to 10:00 p.m. They are also available by email at [itsupport@uttyler.edu](mailto:itsupport@uttyler.edu), online chat, or phone at (903) 565-5555 (ext. 5555 on campus).

## GRADING POLICY

### Assignments:

Quizzes 25% // Discussion Boards 25% // Projects 50%

*Late submissions will not be accepted.*

### Grading:

A= 90-100%

B=80-89

C=70-79

D=60-69

F=59 and below

## COURSE CALENDAR

To view the course schedule, you may go to Canvas and find the course Calendar, located on the far left menu. I reserve the right to modify this syllabus or course schedule at any time. If there are any changes or modifications, you will be notified in a timely manner via canvas announcement. You are responsible for paying **attention to announcements** as well as checking your canvas inbox/student email; It is crucial to your success in the course.

**LIBRARY SERVICES** UT Tyler's Muntz Library may be accessed via <http://library.uttyler.edu/>. A link to the Muntz Library is also available on UT Tyler's Home Page ([www.uttyler.edu](http://www.uttyler.edu)). You will access research articles via the Library link. To get full access, you will have to log on via your Patriot user name and password if you are away from campus.

## UNIVERSITY POLICIES

<http://www.uttyler.edu/academicaffairs/syllabuspolicies.pdf>

### Handbook of Operating Procedures -- The University of Texas at Tyler

#### ACADEMIC DISHONESTY POLICY

At The University of Texas at Tyler students and faculty are responsible for maintaining an environment that encourages academic integrity. Students and faculty members are required to report an observed or a suspected case of academic dishonesty immediately to the faculty member in charge of an examination, classroom or laboratory research project, or other academic exercise.

Since the value of an academic degree depends on the absolute integrity of the work done by the student for the degree, it is imperative that a student maintain a high standard of individual honor in scholastic work. Scholastic dishonesty includes, but is not limited to, cheating, plagiarism, and collusion:

"Cheating" includes:

1. Copying from the paper of another student, engaging in written, oral or any other means of communication with another student, or giving aid to or seeking aid from another student when not permitted by the instructor;
2. Using material during an examination or when completing an assignment that is not authorized by the person giving the examination or making the work assignment;
3. Taking or attempting to take an examination for another student, or allowing another student to take an examination for oneself;
4. Using, obtaining, or attempting to obtain by any means, the whole or any part of an examination or work assignment that has not yet been administered.

"Plagiarism" includes the unacknowledged incorporation of the work of another person in work that a student offers for credit. "Collusion" includes the unauthorized collaboration with another person in preparing written work that a student offers for credit. Please abide by The UT Tyler Honor Code: [I embrace honor and integrity. Therefore, I choose not to lie, cheat, or steal, nor to accept the actions of those who do.](#)

### **GRADE APPEAL PROCEDURE**

A student who wishes to contest a grade given by an instructor must initiate the procedure by contacting the instructor who assigned the grade. The instructor and the student should informally review the criteria for assignment of grades and the student's performance. The instructor may affirm the grade or revise the grade.

If the student is not satisfied after the informal discussion with the instructor, then the student may initiate a formal grade appeal by completing a Grade Appeal Form that may be obtained from the Office of Student Records. Normal grade appeals should be filed at the earliest date possible, but no later than six months from the final date of assignment. The instructor and the student should complete the appropriate parts of the form clearly indicating the instructor's rationale for the grade given and the student's basis for the grade appeal.

At each administrative level of the appeal process, an attempt will be made to resolve the issue. If the instructor holds one of the administrative positions used in the appeal process, then that level is omitted. If no resolution is reached at a particular level, then the appeal is forwarded with the recommendation of the administrator at that level with all documentation. If the appeal is to be considered by the vice president for academic affairs, then a copy of the Grade Appeal Form shall be forwarded by the academic dean of the student. The Office of the President is the final step in the appeal process at The University of Texas at Tyler.

### **INDOOR SMOKE-FREE CAMPUS**

The University of Texas at Tyler is an indoor tobacco-free campus. No smoking will be permitted in any building, office, hallway, classroom, laboratory, restroom, lounge, or any other indoor location.

### **CLASS ATTENDANCE (Fortunately this is online, but be responsible!)**

Responsibility for class attendance rests with the student. When a student has a legitimate reason for being absent, the instructor has the option of permitting make-up work.

The university reserves the right to consider individual cases of nonattendance. In general, students are graded on the basis of intellectual effort and performance. In many cases, class participation is a significant measure of performance, and nonattendance can adversely affect a student's grade. When, in the judgment of the instructor, a student has been absent to such a degree as to jeopardize success in the course, the instructor informs the Office of Student Records that the student is to be dropped from the course.

### **APPROVED STUDENT ABSENCES**

On those occasions when it may be necessary for students to miss a regularly scheduled class in order to participate in an official university event or activity, faculty sponsors and program directors are requested to observe the following procedures:

1. Faculty sponsors or program directors should draft a memorandum to the vice president for academic affairs. This memorandum should include information concerning the nature of the event, the date(s) on which students would be absent from class, and the names of the students involved.
2. Copies of the memorandum addressed to the vice president should be given to each of the students listed on the memorandum.
3. Students should be directed to communicate with their instructor(s) prior to the date of the planned absence.

It is expected that students will not abuse the privilege of being absent from class for authorized university activities, and that make-up assignments will be made at the discretion and convenience of the instructor.

If you know in advance that you will be participating in a university-sponsored event or observing a religious holiday, you are responsible for completing your assignments ahead of time.

### **GRADE REPLACEMENT**

If you are repeating this course for a grade replacement, you must file intent to receive grade forgiveness with the registrar by the 12th day of class. Failure to file intent to use grade forgiveness will result in both the original and repeated grade being used to calculate your overall grade point average. A student will receive grade forgiveness (grade replacement) for only three (undergraduate student) or two (graduate student) course repeats during his/her career at UT Tyler (2006-2008 Catalog, P. 35).

### **DISABILITY/ACCESSIBILITY SERVICES**

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

### **CONCEALED HAND GUNS**

“We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

**APPENDIX 1**

Volunteer Form

University of Texas at Tyler

ALHS 1300.060 Summer I

Name of Volunteer \_\_\_\_\_

Volunteer Site/Organization \_\_\_\_\_

Date and Hours \_\_\_\_\_

Briefly describe your activities

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Supervisor \_\_\_\_\_

Supervisor Signature \_\_\_\_\_

Supervisor's Contact Information:

a. Phone \_\_\_\_\_

b. Email \_\_\_\_\_

Remarks by Supervisor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Appendix 2**

### **Volunteer Report Rubric**

- |  |              |
|--|--------------|
| <b>1. Completed Appendix 1 Volunteer Form:</b>               | <b>7 pts</b> |
| <b>2. Answer each of the following in your video report:</b> |              |
| a. Why did you choose this site?                             | 1 pts        |
| b. What was your role/task?                                  | 1 pts        |
| c. Explain your major take-aways from this experience        | 1.5 pts      |
| d. Would you volunteer here again? Why?                      | 1 pts        |
| e. Quality of video  | 1 pts        |

**TOTAL POINTS 12.5**