Instructor: Lynsey Cortines, M.S.  
Office: EDAN 119B  
Office Phone: 936-468-2449  

Course Time & Location: HMS 201 is an online course  
Office Hours: M, 10:00-11:00; T/TH, 9:30-11:30  
Credits: 3 hours

Mail: Email: Only through Desire 2 Learn (D2L) Email tool. To send an email, click Communication Tools in the navigation bar, then select Email. Do not use text format; all e-mails should include a greeting (instructor’s title and name), proper grammar, correct spelling, and end with your name.

I. Course Description:
This course is designed to introduce students to the field of family life education and expose students to the philosophy and principles of family life education. Topics to be discussed include planning, implementing, and evaluating family life education programs in community and educational settings.

HMS 201 “Family Life Education” (3 credits). Students will receive extensive course content information via online content modules equivalent to 150 minutes per week for 15 weeks and includes a two-hour final exam. In addition, students have significant weekly reading assignments from the course textbook. Students in the course will engage in a variety of assignments which can include, but are not limited to, course content exams, in-class or online discussions, academic papers, presentations, reflection papers or journals, and quizzes. For every hour a student spends engaging with the course content, they spend at least two hours completing associated activities and assessments.

Prerequisites: None

Live Text/Watermark Assignment: HMS 201 contains a critical assignment related to accountability and accreditation that must be submitted in LiveText/Watermark. If you do not already have a LiveText/Watermark account, please be on the lookout in your SFA email for information regarding registration instructions. You do not have to purchase your own LiveText/Watermark account. SFA will provide you with a registration code.

II. Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):
The mission of the College of Education is to prepare competent, successful, caring, and enthusiastic professionals dedicated to responsible service, leadership, social justice and continued professional and intellectual development in an interconnected global society.
In the College of Education at Stephen F. Austin State University, we value and are committed to:

1. Academic excellence through critical, reflective and creative thinking
2. Life-long learning
3. Collaboration and shared decision making
4. Openness to new ideas, culturally diverse people and innovation and change
5. Integrity, responsibility, diligence, and ethical behavior, and
6. Service that enriches the community

This course relates to the College of Education’s Conceptual Framework (CF) and/or Vision, Mission, Goals, and Core Values (VMGV). It also aligns with the standards of the National Council on Family Relations and the National Association for the Education of Young Children in order to promote learning and understanding of child development and family relationships and the National Council for Family Relations (NCFR) standards in the area of child development.

Program Learning Outcomes:

1. Learners will identify social and cultural influences affecting family life.
2. Learners will recognize healthy and unhealthy characteristics pertaining to family relationships.
3. Learners will apply appropriate practices based on theories of human growth and development to individuals and families.
4. Learners will apply strategies based on the child’s age/stage of development to promote effective developmental outcomes.
5. Learners will demonstrate professional behaviors that are reflective of ethical standards and practice.
6. Learners will develop culturally competent educational materials and learning experiences.

Student Learning Outcomes:

Upon successful completion of this course, the student will:

1. Be able to describe the nature and focus of family life education
2. Be able to describe the ten major content areas of family life education
3. Be able to describe the process of obtaining and maintaining a family life education certification
4. Identify the key components in designing, implementing, and evaluating community family life education programs
5. Demonstrate professionalism in communication

III. Certification Competencies:

Family Life Educator Certification:
Information from this class should be retained to use for review purposes for the Certified Family Life Education exam (CFLE). Please visit the NCFR for more information. The content in this course (HMS 201) emphasizes these specific areas associated with the NCFR Family Life Education Content (#10).

Area 10: Family Life Education Methodology - An understanding of the general philosophy and broad principles of family life education in
conjunction with the ability to plan, implement, and evaluate such education programs.

IV. Course Assignments, Activities, Instructional Strategies, Use of Technology:

1. HMS 201 is an online course. Class attendance and participation are crucial as students are expected to log into the course daily to stay current with course assignments/discussions, exams, and course information. Students who have technical difficulties accessing the course homepage, assignments/discussions, or exams should call SFA’s D2L Support Team at (936) 468-1919. The D2L Support Team is available Monday-Friday, 8:00 a.m. – 5:00 p.m.

2. Information notices for all assignments, discussions, and exams will be posted on the course homepage. The homepage includes tools for class assignments, discussion board questions, exams, and grades which will be posted in D2L. All exams will be accessible online. Students may also contact the instructor and/or other students via e-mail tool.

3. Course content is delivered via D2L, which includes: instructor content notes, assignments, exams and discussion board questions directly relevant to the course content. Students are responsible for reading assigned content and completing all posted assignments, discussion questions, and exams by the due dates/times.

V. Evaluation and Assessments (Grading):

The course is graded on a letter grade basis (A-F). Final grade will be determined by a percentage of total required points for the course. A=90-100%; B=80-89%; C=70-79%; D=60-69%; F=0-59%. If necessary, revised required course points will be posted before the final examination time period.

Late work on any assignment will not be accepted unless there is a compelling reason (written documentation must be provided). Experiencing problems with the computer and/or printer, failing to view the assignments/discussions/exams, and submitting assignments via e-mail to professor are unacceptable reasons for failing to complete coursework by the due date/time. Do not request to turn in an assignment/discussion/exam late for any of these reasons. Students should always review any document that is uploaded to the Dropbox to ensure that it is readable and that it is the most appropriate document for the given assignment.

Course Points:

Course Content Exams-(150 points) Students will take a total of 2 exams relating to course content throughout the semester. These exams are like traditional course exams. Students should call 936-468-1919 for technical help between 8:00 a.m. and 5:00 p.m. (PLOs/SLOs addressed: 1, 2, 3, 4, 5).
Students must contact the professor prior to the exam date if rescheduling is necessary for a compelling reason with documentation. Students should notify the instructor as soon as possible, preferably more than a week prior to the regularly scheduled exam date. Missing the scheduled exam date means that a student will earn a zero for the given exam.

Course Activities-(140 points). There will be five general course activities throughout the semester for which you will receive a grade. These may be discussion board posts/Dropbox assignments where you synthesize the information you learned in a module, quizzes over the material in a module, or other activities assigned by the instructor. All course activities are to be submitted by the due date/time for credit. No credit will be given for course activities posted incorrectly (PLOs/SLOs addressed: 1, 2, 3, 4, 5).

Community Lesson Plan Rough Draft-(50 points). You will submit a rough draft of the community lesson plan assignment to the D2L Dropbox by the assigned due date. Your rough draft will need to include a cover page and at least one reference (please refer to the rough draft grading form rubric for all content to be addressed). In order for the instructor to provide as much feedback as possible, it is crucial that you include as much information as you can in each component. (SLOs addressed: 4,5).

Community Lesson Plan-(100 points). Each student will create a detailed lesson plan designed to facilitate a community-based workshop for a specific community audience. The lesson consists of 5 different components that must be addressed. Please refer to the Community Lesson Plan instructions form and grading scale rubric for the major criteria/content areas that must be addressed in the assignment. (SLOs addressed: 4, 5).

**IMPORTANT: The Community Lesson Plan must be posted in LiveText/Watermark and the D2L Dropbox no later than Wednesday, November 20th, by 11:00 p.m. A student’s failure to submit the assignment in both LiveText/Watermark and D2L Dropbox by the due date/time will result in zero points for the assignment.**

Student Introduction- (20 points). Students will post introductions to the class through the discussion board by due date/time for credit. No credit will be given for responses sent through e-mail or posted incorrectly.

Destination: Career Exploration-(50 point grade replacement) (optional). Students can choose to attend an excursion to the Children’s Museum of Houston on Friday, October 4th. The cost to register for this excursion is $25.00 and does not include parking and lunch. You will be responsible for your own transportation to the museum. This excursion is limited to 30 students. Students who attend the excursion will be allowed to replace one grade, chosen by the professor, in select HDFS classes. Only one grade in one class may be replaced and the student must notify the HDFS faculty which class they will be replacing a grade in via a survey that will be sent to all trip attendees following the trip. If students who attend the excursion choose this class for grade replacement, they WILL NOT need to take the Midterm Exam and will receive a grade of 100% on the exam. Students must attend and professionally represent SFA for the full duration of the field trip to be eligible for the grade replacement.
**IMPORTANT:** ONLY official field trip attendance will permit a grade replacement. No other alternative assignments or individually arranged trips or events will count.

**Extra Credit. Optional opportunities** to earn extra-credit will be given during the semester. These assignments may not be announced ahead of time and cannot be made up if missed.

**VI. Tentative Course Outline/Calendar:**

Dates may change at the discretion of the instructor. Should a date change be required, it will be announced on the course homepage.

<table>
<thead>
<tr>
<th>Date</th>
<th>Readings/Assignments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of August 26th</td>
<td>Introduction and overview of course (Module 1)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Student Introductions due August 30th by 11:00 p.m.</strong></td>
<td>20</td>
</tr>
<tr>
<td>Week of September 2nd</td>
<td>Ch.1 What is Family Life Education (Module 2)</td>
<td></td>
</tr>
<tr>
<td>Week of September 9th</td>
<td>Ch. 2 Family Life Profession (Module 3)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>What is Family Discussion due September 13th by 11:00 p.m.</strong></td>
<td>20</td>
</tr>
<tr>
<td>Week of September 16th</td>
<td>Ch.2 (cont.) Certified Family Life Educators (Module 4)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>CFLE Assignment due September 20th by 11:00 p.m.</strong></td>
<td>40</td>
</tr>
<tr>
<td>Week of September 23rd</td>
<td>Ch.3 Understanding your Audience (Module 5)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Needs Assessment Assignment due September 27th by 11:00 p.m.</strong></td>
<td>40</td>
</tr>
<tr>
<td>Week of September 30th</td>
<td>Ch.8 Theories of Family Life Education (Module 6)</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Theory Discussion due October 4th by 11:00 p.m.</strong></td>
<td>20</td>
</tr>
<tr>
<td>Week of October 7th</td>
<td>Researching Information as a Professional (Module 7)</td>
<td></td>
</tr>
<tr>
<td>Week of October 14th</td>
<td><strong>Midterm Exam</strong> (Module 8)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chapters 1, 2, 3, 8</td>
<td>50</td>
</tr>
<tr>
<td>Week of October 21st</td>
<td>Midterm Exam is available beginning at 8:00 a.m. on Oct. 14th and will close at 11:00 p.m. on Oct. 20th</td>
<td></td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Week of October 28th</td>
<td>Community Lesson Plan Overview (Module 9)</td>
<td></td>
</tr>
<tr>
<td>Week of November 4th</td>
<td>Ch.4 Diverse Settings (Module 10)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Community Lesson Plan Draft due November 1st by 11:00 p.m.</td>
<td></td>
</tr>
<tr>
<td>Week of November 11th</td>
<td>Ch.5 Program Design (Module 11)</td>
<td></td>
</tr>
<tr>
<td>Week of November 18th</td>
<td>Ch.6 Implementation of Programs (Module 12)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>What’s my Presentation Style Discussion due November 15th by 11:00 p.m.</td>
<td></td>
</tr>
<tr>
<td>Week of November 25th</td>
<td>Ch.7 Evaluation of Programs (Module 13)</td>
<td></td>
</tr>
<tr>
<td>Week of December 2nd</td>
<td>Final Community Lesson Plan due to both the D2L Dropbox and to LiveText/Watermark no later than November 20th by 11:00 p.m.</td>
<td></td>
</tr>
<tr>
<td>Week of December 9th</td>
<td>THANKSGIVING BREAK!!!</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ch.12 Family Life Education: Considering Culture (Module 14)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Comprehensive Final Exam (Module 15)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Final Exam is available beginning at 8:00 a.m. on Dec. 9th and will close at 11:00 p.m. on Dec. 10th,</td>
<td></td>
</tr>
</tbody>
</table>

**VII. Readings (Required):** You may purchase digital copies if available.

2. Some lectures require online readings. Online links to articles are provided to you in D2L in these cases.
LiveText Statement:

This course uses the LiveText/Watermark data management system to collect critical assessments for students who are Perkins College of Education majors (undergraduate, graduate, and doctoral) or majors in other colleges seeking educator certification through the Perkins College of Education. Students who do not have an existing LiveText/Watermark account will receive an access code via the SFA email system within the first week of class. You will be required to register your LiveText/Watermark account, and you will be notified how to do this via email. If you forward your SFA e-mail to another account and do not receive an e-mail concerning LiveText/Watermark registration, please be sure to check your junk mail folder and your spam filter for these e-mails.

If you have questions about obtaining or registering your LiveText/Watermark account or any technical questions, call 936-468-7050 or e-mail LiveText@sfasu.edu. Failure to activate the account and/or submit the required assignment(s) within the LiveText/Watermark system may result in course failure.

VIII. Course Evaluations:

Near the conclusion of each semester, students in the College of Education electronically evaluate courses taken within the COE. Evaluation data is used for a variety of important purposes such as course and program improvement, planning, and accreditation, and instruction evaluation purposes. As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the COE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical! In the College of Education, the course evaluation process has been simplified and is completed electronically through mySFA.

Although the instructor will be able to view the names of students who complete the survey all ratings and comments are confidential and anonymous and will not be available to the instructor until after final grades are posted.

IX. Student Ethics and Other Policy Information: These policies may be found at www.sfasu.edu/policies

Class Attendance and Excused Absence: Policy 6.7

Daily login to the course is vital for success in this course and is expected from all students. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Students missing classes, other than university-sponsored trips, may contact the Office of Student Rights
and Responsibilities (OSRR) and request that an absence notification be sent to the instructor(s). The notification is not an excuse, and is not evaluated by OSRR. The notification is only provided as a courtesy to the student and the student's instructor(s). Students remain responsible for providing documentation in a timely manner to the instructor for each absence. The instructor determines whether such documentation is satisfactory. If participating in university-sponsored events, announcements in mySFA constitute official notification. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.

**Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6**

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

**Student Academic Dishonesty: Policy 4.1**

Abiding by university policy on academic integrity is a responsibility of all university faculty and students.

**Definition of Academic Dishonesty**

Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:

- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment; and/or;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one's own. Examples of plagiarism include, but are not limited to:

- submitting an assignment as one's own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or,
- incorporating the words or ideas of an author into one's paper or presentation without giving the author credit.
Penalties for Academic Dishonesty

Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university.

Student Appeals

A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

Withheld Grades: Policy 5.5

At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy [i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

Student Code of Conduct: Policy 10.4

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program. Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This policy applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the iCare: Early Alert Program at SFA. Information regarding the iCare program is found at https://www.sfasu.edu/judicial/earlyalert.asp or call the office at 936-468-2703.

Additional Information:

Code of Ethics for the Texas Educator:

The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community and shall safeguard academic freedom. The Texas educator, in maintaining the dignity of the profession,
shall respect and obey the law, demonstrate personal integrity, and exemplify honesty and good moral character. The Texas educator, in exemplifying ethical relations with colleagues, shall extend just and equitable treatment to all members of the profession. The Texas educator, in accepting a position of public trust, shall measure success by the progress of each student toward realization of his or her potential as an effective citizen. The Texas educator, in fulfilling responsibilities in the community, shall cooperate with parents and others to improve the public schools of the community. This chapter shall apply to educators and candidates for certification.


To complete Certification/Licensing Requirements in Texas related to public education and other professional settings, you will be required to:

1. Candidates must undergo a criminal history background check prior to clinical teaching and prior to employment as an educator. The public school campuses are responsible for completing the criminal background check. A person who is enrolled or planning to enroll in a State Board for Educator Certification-approved educator preparation program or planning to take a certification examination may request a preliminary criminal history evaluation letter regarding the person's potential ineligibility for certification due to a conviction or deferred adjudication for a felony or misdemeanor offense.

A Preliminary Criminal History Evaluation is a non-mandatory, non-binding evaluation of an individual's self-reported criminal history. In addition, the agency obtains your name-based Texas criminal history information. The service is provided to the requestor for a non-refundable fee. The requestor will receive an evaluation letter by email from agency staff advising of potential ineligibility for educator certification.

You are eligible to request a Preliminary Criminal History Evaluation if:

- You enrolled or planning to enroll in an educator preparation program or
- You are planning to take a certification exam for initial educator certification, and
- You have reason to believe that you may be ineligible for educator certification due to a conviction or deferred adjudication for a felony or misdemeanor offense.

You are not eligible for a preliminary evaluation of your criminal history if you do not have a conviction or deferred adjudication for a felony or misdemeanor offense.

In addition, you must complete the fingerprinting process when you apply for certification. Participation in the evaluation does not preclude you from submitting to a national criminal history review at the time you apply for your educator
certification. Your criminal history will be reviewed and you may be subject to an investigation based on that criminal history, including any information you failed to submit for evaluation.

Additional information can be found at [https://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/](https://tea.texas.gov/Texas_Educators/Investigations/Preliminary_Criminal_History_Evaluation-FAQs/).

2. Provide one of the following primary ID documents: passport, driver’s license, state or providence ID cards, a national ID card, or military ID card to take the TExES exams (additional information available at [www.texas.ets.org/registrationBulletin/](http://www.texas.ets.org/registrationBulletin/)). YOU must provide legal documentation to be allowed to take these mandated examinations that are related to certification/licensing requirements in Texas. If you do not have legal documentation, you may want to reconsider your major while at SFASU.

3. Successfully complete state mandated a fingerprint background check. If you have a history of criminal activity, you may want to reconsider your major while at SFASU.

For further information concerning this matter, contact Katie Snyder Martin at 936-468-1740 or snyderke1@sfasu.edu.

X. Other Relevant Course Information:

Class attendance and participation are crucial. Students are responsible for checking the course homepage on a regular basis; recommendation is at least once a day to stay current with all class work and information. All coursework must be completed and submitted by the due date/time for credit. Missed assignments cannot be made up and no extra credit assignments will be given at the end of the semester after the final exam date.