Syllabus

School of Human Sciences
HDFS 1346.504 Introduction to Human Development and Family Studies
Fall 2 2023

Instructor: Lynsey Cortines, M.S.
Course Time & Location: HDFS 1346 is an online course
Office: EDAN 119B
Office Hours: T, 9:00-12:00; TH, 9:00-11:00
Office Phone: 936-468-2449
Credits: 3 hours

Other Contact Information: Email: Only through Brightspace/Desire 2 Learn (D2L) Email tool. To send an email, click Communication Tools in the navigation bar above, 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. Students should expect a response to emails within 24 hours. Please note that emails sent to the instructor after 5:00 p.m. on Fridays will receive a response on the following Monday.

I. Course Description

This course serves as an introduction to the history and development of the profession, with particular emphasis on exploring the diversity of job opportunities in the field of human development and family studies.

HDFS 1346 “Introduction to Human Development and Family Studies” (3 credits). This course will meet online for 7 weeks and culminates with a quiz during week seven. Students in this course receive extensive course content information via online content modules equivalent to 2400 minutes for the 7 week semester. Students in the course will have weekly readings from the content modules and will participate in a variety of activities which may include: discussions, assignments, and quizzes.

James I. Perkins College of Education Diversity Statement is found at the following link: https://www.sfasu.edu/coe/about/deans-office-statements

Prerequisites: None

II. Intended Learning Outcomes/Goals/Objectives
The mission of the College of Education is to prepare competent, successful, caring, and enthusiastic professionals from diverse backgrounds 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:

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

This course enhances student learning in the areas of human development and family studies and serves as one of the foundation courses in the Human Development and Family Studies (HDFS) program in the School of Human Sciences. HDFS 1346 aligns with the standards of the National Council on Family Relations and the National Association for the Education of Young Children to promote learning and understanding of human development and family relationships.

**Program Learning Outcomes**

1. Learners will identify social & 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 develop culturally-competent educational materials and learning experiences.
6. Learners will demonstrate professional behaviors that are reflective of ethical standards and practice.

**Student Learning Outcomes**

Upon successful completion of the course, the student will be able to:

- Identify the major theories regarding human development and family life.
- Describe various career opportunities for working with families and children.
- Identify professional publications, organizations, and service agencies in the field.
- Identify and discuss research methods and APA (American Psychological Association) referencing format utilized in professional publications.
- Identify the sequencing of courses in the Human Development and Family Studies (HDFS) program.

**III. Certification Competencies**
Educator Standards for Family & Consumer Science Composite 6-12:
These standards are approved by the Texas Education Agency for teachers desiring certification in the Family and Consumer Science Composite 6-12. For additional information on the standards, please visit:
https://tea.texas.gov/Texas_Educators/Preparation_and.Continuing_Education/Approved_Educator_Standards/

Standard I. Integration of Foundations: The family and consumer sciences teacher integrates the foundation knowledge and skills of family and consumer sciences to prepare students for personal, family, community, and career roles. (Specific Sub-Standards: 1.8s, 1.15s).

Standard II. Family Studies and Human Services: The family and consumer sciences teacher understands the areas of personal development, relationships, and management of work and family to enhance quality of life across the life span, and understands career opportunities in family studies and human services. (Specific Sub-Standards: 2.1k, 2.2k, 2.5k, 2.1s, 2.15s, 2.22s, 2.23s).

Standard III. Human Development, Education, and Services: The family and consumer sciences teacher understands human growth and development, parent/guardian/educator roles and responsibilities, and career opportunities in human development, education, and services. (Specific Sub-Standards: 3.4k, 3.12s).

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

1. HDFS 1346 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 discussions, assignments, quizzes, and course information. Students experiencing technical difficulties accessing the course homepage, discussions, assignments, or quizzes should call SFA’s D2L Support Team at (936) 468-1919. The D2L Support Team is available Monday–Friday, 8 a.m.–5 p.m.

2. Information notices for all discussions, assignments, and quizzes will be posted on the course homepage. The homepage includes tools for discussion board questions, assignments, quizzes and grades which will be posted in Brightspace/D2L. All coursework will be accessible online.

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

V. Evaluation and Assessments (Grading)

The course is graded on a letter grade basis (A-F). There are tentatively 430 required points for the course. 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 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 discussions/assignments/quizzes, 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 a discussion/assignment/quiz 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 are earned through:

- **Quizzes = 200 total points.** All quizzes will be accessible online and will relate to course content, such as; theoretical frameworks, professional organizations, professional publications, professional research articles, use of APA reference format, HDFS careers, and HDFS degree plan. Failure to access and complete the quizzes online by due date/time will result in a grade of zero points. Students must contact the instructor prior to the quiz date if rescheduling is necessary for a compelling reason with documentation.

- **Discussion Board = 60 points.** Discussion questions will relate to course content, such as; theoretical frameworks, professional organizations, professional publications, professional research articles, use of APA reference format, HDFS careers, and HDFS degree plan. Students must post responses directly to the discussion board by due date/time for credit. No credit will be given for responses sent through e-mail or posted incorrectly.

- **Class Assignments = 160 points.** Assignments will be posted during the semester and will relate to course content, such as; theoretical frameworks, professional organizations, professional publications, professional research articles, use of APA reference format, HDFS careers, and HDFS degree plan. All assignments must be submitted in the Dropbox as Word (.doc or .docx files) or PDF files by the due date/time. No credit will be given for assignments submitted via e-mail or posted incorrectly.

- **Student Introductions = 10 points.** Students must 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. **IMPORTANT: To avoid being dropped from this class for non-participation, you must have logged into the course and completed the Student Introduction discussion by the due date/time. Not completing the Student Introduction discussion may result in your financial aid being withdrawn and/or you being dropped from the course.**

**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>Dates</th>
<th>Content/Assignments</th>
</tr>
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<tbody>
<tr>
<td>Week of October 23rd</td>
<td>Introduction and overview of course</td>
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<tr>
<td></td>
<td>Begin Module 1-Introduction to the Human Development and Family Studies (HDFS) Profession</td>
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</tbody>
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| Week of October 30th | Student Introductions due October 27th by noon (12:00 p.m.)  
Discussion 1 due October 27th by noon (12:00 p.m.) |
|---------------------|--------------------------------------------------------|
| Week of November 6th | Continue Module 1  
Career Investigation Assignment due October 31st by noon (12:00 p.m.)  
Discussion 2 due November 3rd by noon (12:00 p.m.) |
| Week of November 6th | Quiz 1 due November 6th by noon (12:00 p.m.)  
Begin Module 2-Overview of Professional Organizations, FLE (Family Life Educator) Certification, and Scholarly Research Journals  
Discussion 3 due November 10th by noon (12:00 p.m.) |
| Week of November 13th | Continue Module 2  
Scholarly Research Journal Assignment due November 17th by noon (12:00 p.m.) |
| Week of November 20th | Thanksgiving Break!!! |
| Week of November 27th | Quiz 2 due November 28th by noon (12:00 p.m.)  
Module 3-Introduction to Theoretical Frameworks and Research Strategies in HDFS  
Theoretical Frameworks Assignment due December 1st by noon (12:00 p.m.) |
**VII. Readings**


**VIII. Course Evaluations:**

Near the conclusion of each semester, students in the College of Education electronically evaluate courses (the teaching itself and the content/assignments) 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](http://www.sfasu.edu/policies)**

**Class Attendance and Excused Absence: Policy 6.7**

Students are expected to attend all classes, laboratories, and other class-related activities on a regular and punctual basis. For those classes where attendance is a factor in the course grade, an accurate record of attendance will be maintained. At the discretion of the instructor, students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. When possible, students should notify
their instructors in advance about absences. Students are responsible for providing documentation in a timely manner to the instructor for each absence. The instructor determines whether such documentation is satisfactory. Students missing classes, other than for university-sponsored trips, should 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). If participating in university-sponsored events, announcements in mySFA may constitute official notification. Faculty members sponsoring activities that require their students to be absent from other classes must submit to the provost and vice president for academic affairs an explanation of the absence, including the date, time, and an alphabetical listing of all attending students. If approved by the provost and vice president for academic affairs, this information will be posted on mySFA. Whether absences are excused or unexcused by the instructor, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for absences equaling no more than 15% of the scheduled course meeting time for the term, depending on the nature of the missed work. The timeline for completing make-up work will be determined by the instructor.

https://www.sfasu.edu/docs/policies/6.7.pdf

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/.

https://www.sfasu.edu/docs/policies/6.1.pdf
https://www.sfasu.edu/docs/policies/6.6.pdf

Student Academic Dishonesty: Policy 4.1

Abiding by university policy on academic integrity is a responsibility of all university faculty and students. Faculty members must promote the components of academic integrity in their instruction, and course syllabi are required to provide information about penalties for cheating and plagiarism, as well as the appeal process.

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).

https://www.sfasu.edu/docs/policies/6.3.pdf

Withheld Grades: Policy 5.5

Upon the request from student to the instructor of record and at the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH may be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work by the deadline set by the instructor of record, not to exceed 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., Military Service Activation (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.

If a student has been found guilty of academic dishonesty, a grade of “WP” or “WH” may be changed to “WF” at the discretion of the faculty member. In the case of a grade change to “WF”, the course will not count towards the six course drop limit since the student is incurring an academic penalty.

Student Code of Conduct: Policy 10.4

The Student Code of Conduct can be found at https://www.sfasu.edu/docs/policies/10.4.pdf

On-campus Resources:

SFASU Counseling Services
www.sfasu.edu/counselingservices

Health and Wellness Hub (corner of E. College and Raguet)
936-468-2401
SFASU Human Services Counseling Clinic
www.sfasu.edu/humanservices/139.asp
Human Services Room 202
936-468-1041

Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741

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.

Background Check:

For careers working with children and families, you are almost always required to pass a criminal background check in order to be employed. In our degree, you are required to participate in service learning and a practicum that will likely require you to pass a criminal background check. It is the student’s responsibility to pass any required background checks. If you cannot pass a background check for a school related activity that is required for the course, you will not receive any credit for that assignment. In the case of a practicum, you will not be able to pass the course without securing a practicum related to the field of human development and family studies. If you cannot pass a criminal background check (and don’t anticipate your record to be cleared/expunged in the foreseeable future), you should seriously consider if enrollment in this degree program will lead to your career goals.

CFLE Approved Program:

SFASU's undergraduate degree in human sciences with a concentration in human development and family studies is a Certified Family Life Educator program (https://www.nfcr.org/cfle-approved-program). This means that if you take all the courses offered through our program that are found on the CFLE-Approved Program Checklist, you can apply for your CFLE certification without taking the exam. However, it is important to note that it is the responsibility of the student to ensure that you have taken all the necessary coursework.

You will not be eligible for the CFLE certificate without testing if:

a. If you transfer hours toward your major at SFA or if you substitute any major coursework.
If you are not an HDFS concentration student. For example, students getting a BIS degree or minoring in HDFS are not eligible for the certification without testing.

If you have questions, please review the CFLE Credential page of NCFR.org or talk with one of the HDFS faculty members.