Syllabus

School of Human Sciences
HDFS 3313.501 Family Communication
Summer 2 2023

Instructor: Lynsey Cortines, M.S.
Course Time & Location: HDFS 3313 is an online course
Office: EDAN 119B
Office Hours: Wednesdays: 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:
Explores marital and family relationships and family systems to understand how families develop, maintain, enhance, and disturb family relationships through verbal and non-verbal communication.

HDFS 3313 “Family Communication” (3 credits). Students will receive extensive course content information via online content modules equivalent to 2375 minutes over the 5 week semester and culminates with a final exam during week five. 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, online discussions, academic papers, presentations, reflection papers or journals, and quizzes.

The 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:

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).

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 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 the course, the student will be able to:

- Recognize the impact of personality and communication skills on family systems across generations
- Recognize the developmental stages of relationships in family systems
- Analyze interpersonal relationships among family members using various theories and perspectives
- Develop and implement relationship enhancement and enrichment strategies for families
- Develop and implement effective communication, problem solving, and conflict management strategies for families
- Communicate aspects of family relationships within the context of developmental stages
• Facilitate and strengthen family communication processes, conflict-management, and problem solving skills

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 (HDFS 3313) emphasizes the specific areas associated with the NCFR Family Life Education Content (#2 & #5). There are a total of ten content areas in all—but primarily only two are covered in this course:

Area II: Internal dynamics of families

Area V: Interpersonal relationships—an understanding of the development and maintenance of interpersonal relationships

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

1. HDFS 3313 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 Brightspace/D2L Support Team at (936) 468-1919. The Brightspace/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 Brightspace/D2L. All coursework will be accessible online.

3. Course content is delivered via Brightspace/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). There are tentatively 450 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 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 Quizzes (Exams) = 300 Points.** Students will take a total of 3 exams relating to course content throughout the semester. These exams are like traditional course exams. Students will have 120 minutes to complete each exam. Students should call 936-468-1919 for technical help between 8:00 a.m. and 5:00 p.m. (SLO’s 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.

**Discussion Board = 60 Points.** Discussion questions will relate to course content and assigned readings. Students must post responses **directly to the discussion board** by due date/time for credit. No credit will be given for responses submitted via e-mail or posted incorrectly. (SLO’s addressed: 1, 2, 3, 4, 5).

**Class Assignments = 80 Points.** Class assignments related to course content will be submitted to the Dropbox as Word documents (.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. (SLO’s addressed: 1, 2, 3, 4, 5).

**Student Introductions = 10 Points.** Students will post an introduction to the class through the discussion board by the due date/time for credit. No credit will be given for responses submitted via 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.**

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<thead>
<tr>
<th>Date</th>
<th>Readings/Assignments</th>
<th>Points</th>
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<tbody>
<tr>
<td>Week of July 3rd</td>
<td>Module 1: Welcome to the course: What is a family? (Ch.1)</td>
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<td><strong>July 4th-Holiday (No Class)</strong></td>
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<td>Student Introductions due July 6th by</td>
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<td>Week of July 10th</td>
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<td>Module 2: Theory (Ch. 2)</td>
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<td>Theory Discussion due July 6th by noon (12:00 p.m.)</td>
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<td>Module 3: Family Interaction (Chs. 3 &amp; 4)</td>
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<td>Family Stories Discussion due July 13th by noon (12:00 p.m.)</td>
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<td>Module 4: Communication &amp; Dating (Ch. 5)</td>
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<td>Module 5: Communication &amp; Intimate Partnerships (Ch. 6)</td>
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<td>Module 6: Content Quiz (Exam) #1</td>
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<td>Content Quiz (Exam) 1 (Jul. 13th-Jul. 17th)</td>
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<td>Content Quiz (Exam) 1 is available beginning at 8:00 a.m. on July 13th and will close at noon (12:00 p.m.) on July 17th</td>
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<td>Content Quiz (Exam) 1 due July 17th by noon (12:00 p.m.)</td>
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<td>Week of July 17th</td>
<td>Module 7: Parent Child Relationships (Ch. 7)</td>
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<td><strong>Relationships Reflection Paper due July 20th by noon (12:00 p.m.)</strong></td>
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<td>Module 8: Siblings (Ch. 8)</td>
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<td>Week of July 24th</td>
<td><strong>Siblings Discussion due July 24th by noon (12:00 p.m.)</strong></td>
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<td>Module 9: Extended Family (Ch. 9)</td>
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<td>Module 10: Family Stress (Ch.10)</td>
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<td>Module 11: Family Stressors (Ch. 11)</td>
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<td><strong>Family Stressors Reflection Paper due July 27th by noon (12:00 p.m.)</strong></td>
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<td>Module 12: Content Quiz (Exam) 2</td>
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<td><strong>Content Quiz (Exam) 2 (Jul. 27th-Jul. 31st)</strong></td>
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<td>Chapters 7, 8, 9, 10, 11</td>
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<td><strong>Content Quiz (Exam) 2 is available beginning at 8:00 a.m. on July 27th and will close at noon (12:00 p.m.) on July 31st</strong></td>
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<td>Week of July 31st</td>
<td><strong>Content Quiz (Exam) 2 due July 31st by noon (12:00 p.m.)</strong></td>
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VII. Readings (Required):


Some lectures may require additional online readings. Online links to articles will be provided to you in D2L in these cases.

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**

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

Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports (including the first 12 day attendance report) and in determining final grades. 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. 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. 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).

**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**
Disorderly conduct including but not limited to: (a) disruption or Interference of Students, faculty, administration, staff, the educational mission, or routine operations of the University. (b) Commercial solicitation on campus or with University resources without prior approval from University officials. (c) Failure to comply with a reasonable and lawful request or directive of University Officials. (d) Facilitation of Student misconduct including but not limited to assisting, conspiring, soliciting, or encouraging others to engage in conduct which violates the Student Code of Conduct. More information on Student Code of Conduct can be found at https://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf

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 Early Alert Program at SFA.

SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support students’ mental health and wellness. Many of these resources are free, and all of them are confidential.

**On-campus Resources:**
SFASU Counseling Services

[www.sfasu.edu/counselingservices](http://www.sfasu.edu/counselingservices)

Health and Wellness Hub (corner of E. College and Raguet)
936-468-2401

SFASU Human Services Counseling Clinic

[https://www.sfasu.edu/humanservices/clinics-labs/counseling-clinic](https://www.sfasu.edu/humanservices/clinics-labs/counseling-clinic)

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:**

SFASUs undergraduate degree in human sciences with a concentration in human development
and family studies is a Certified Family Life Educator program ([https://www.ncfr.org/cfle-
certification/cfle-approved-programs](https://www.ncfr.org/cfle-certification/cfle-approved-programs)). 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.**
- b. **If you are not an HDFS concentration student. For example, students getting a BIS degree or minor 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.