HMS 5326 Field Experiences in Human Sciences
Summer I, 2023
June 9-16th

Instructor: Jennifer Luque
Office: HMSS 102A
Office Phone: 936 468-1413
Other Contact Information: 972.757.9250

Course Time & Location: Dates Below
Office Hours:
Credits: 3
Email: Jennifer.Luque@sfasu.edu

Prerequisites: Approval of Instructor

I. Course Description:

HMS 5326 – Field Experiences in Human Sciences: This course is an exploration of various human sciences disciplines through study abroad and/or domestic travel opportunities.

**Justification: HMS 5326 – Field Experiences in Human Sciences is a 3-credit course. This course is typically taught during Summer I and will include two assignments and a presentation for a total of 150 minutes, and an 8-day trip to Chicago. The trip will culminate with a final presentation and the submission of a daily journal, written paper, and an on-line assignment for a total of 1,320 minutes. Students complete significant readings, discussions, exercises, architectural and showroom tours, CEUs and a final presentation. Students are required to have a laptop and utilize required software. These activities require a minimum of six hours of preparation time outside of the classroom each week.

The delivery modality will be Face to Face.

Diversity Statement: The James I. Perkins College of Education is committed to proactively recruiting and retaining a diverse faculty, staff, and student population. Through open dialogue, mutual respect and shared responsibility, faculty, staff and students will demonstrate an understanding and sensitivity to ethnicity, race, gender, exceptionalities, culture, language/dialect, age, social class, family structure, sexual orientation, religion and spiritual values in order to enhance the quality of life in a diverse, global community.

II. Intended Learning Outcomes/Goals/Objectives:

Domestic and international travel experiences are critical in all majors. The School of Human Sciences seeks to offer educational travel experiences that reinforce program curriculum while expanding students’ understanding of their field beyond the traditional classroom. The course goal is to gain a
greater understanding of disciplines within human sciences through hands-on investigation and exploration. Students will apply knowledge gained during excursions and tours to reinforce program of study goals within their given discipline. Students may increase their interest in other cultures, become less ethnocentric as they become aware of cultural difference, become more culturally sensitive and accepting.

III. Course Assignments, Activities, Instructional Strategies, use of Technology:
Through completion of the course the student will:

• Increase their interest in other cultures, become less ethnocentric as they become aware of cultural difference, become more culturally sensitive and accepting.
• Expand their knowledge gained in the education environment by interacting with the business environment.
• Understand various business structures and processes in the field of human sciences.
• Understand their place in the national and global economy.

IV. Evaluation and Assessments (Grading):
Evaluation is based on participation, attitude, punctuality, presentation and writing skills.

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Punctuality to all meetings</td>
<td>(50 pts.)</td>
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<tr>
<td>Introduction Page</td>
<td>(50 pts)</td>
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<td>Daily Journal</td>
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<td>Written Paper</td>
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<td>Presentation</td>
<td>(100 pts.)</td>
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<td>Attendance (pre and post)</td>
<td>(50 pts.)</td>
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<td>On-line assignment</td>
<td>(50 pts)</td>
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<td><strong>Total</strong></td>
<td><strong>450 pts.</strong></td>
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Grading scale:
A= 450 to 405
B=404 to 360
C=359-315
D=314-270
F= Below 269

V. Tentative Course Outline/Calendar:
See IX – Course Information/ Itinerary

VI. Readings (Required and recommended—including texts, websites, articles, etc.):
Journal articles, websites and readings as assigned by instructor via D2L.
VII. Course Evaluations:

Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses taken within the PCOE. Evaluation data is used for a variety of important purposes including:

1. Course and program improvement, planning, and accreditation;
2. Instruction evaluation purposes; and
3. Making decisions on faculty tenure, promotion, pay, and retention.

As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the Perkins 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.

VIII. Student Ethics and Other Policy Information:

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.

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, 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/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;
- 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 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.

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.

Mental Health

SFA values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support student’s 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
Human Sciences
STEPHEN F. AUSTIN STATE UNIVERSITY

3rd Floor Rusk Building

936-468-2401

SFASU Human Services 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

Additional Interior Design Student Conduct Criteria:

Excused Absence: Students are responsible for providing the professor with satisfactory documentation for an excused absence as explained above. Such documentation may include forms verifying visits to the Student Health Service, statement from a private physician, obituary, or official University listing of excused absences. Prior notice of an impending excused absence should be made in writing and given to the professor for acknowledgement and dating.

Missed Work: As per University policy, students with an excused absence will be permitted to make-up missed work for absences totaling no more than a maximum of three weeks in a long semester or one week in a summer term. Design students shall request a conference with the professor to make the necessary arrangements. Students will be held accountable for work missed in their absence and all assignments made. For all absences, the student must assume the responsibility for securing all handouts, lecture notes, and other class information, and for meeting established deadlines.
IX. Other Relevant Course Information:

Late Work: Late work without an excused absence will be accepted with the following penalties for being late: 10 points deducted per day the work is not turned in up to 10 calendar days. After 10 calendar days, the work not submitted will be a grade of zero and become the final grade for that assignment for the semester.

Project Reworks: Students electing to rework major studio projects may resubmit them the first day of Dead Week. The projects will be regraded, and the new grade for each project, averaged with the prior grade, will determine a final project grade.

Professional Standards:

1. Students should prepare themselves adequately for class by completing assignments and securing necessary supplies. Professors are not able to provide effective student critique when student work is unavailable for review or student effort is lacking.
2. Students should maintain their individual work areas by returning materials to assigned locations and leaving work stations clean and orderly. In particular, effort should be made to retrieve broken leads to preserve floor finish.
3. Students are expected to work in the class area for the duration of the class period unless further instructions are provided by the professor.
4. Per university policy, smoking is prohibited in Human Sciences South.
5. Students should exhibit professional courtesy and conduct. Examples include a positive attitude, sensitivity to others, attentiveness, and cooperation.
6. Design faculty are committed to provide informative and prompt class sessions, return student work in a timely fashion, honor posted office hours, provide feedback on student progress, and allow work time as possible in design studios. Student creativity and input are welcomed; instructor training and experience will guide critiques.

If student dissatisfaction arises, the design program considers a student's request for a private conference with the professor as the first step toward resolution. The next step will involve a meeting of the student and professor with the program coordinator. If necessary, a follow-up meeting of student, professor, coordinator, and department chair may be scheduled.

Student Grievance Procedures

If you have a concern about a course, you should always speak to the professor as soon as possible. If your concern is grade related, especially a final course grade, you must speak to the professor within five days of receiving the grade as stated in the Grade Appeals procedure of the SFA Student Handbook. If you do not resolve your concern, you should then meet with the Coordinator of the Program. If more assistance is needed you should then meet with the Director of Human Sciences.
If you still have not resolved your concern you may file a formal Grade Appeal to the Faculty Grade Appeal Committee as stated in the SFA Student Handbook. For problems other than grade issues, speak with the professor of the course first, Program Coordinator second, and the School Director.

**Professional Dress Policy**

There are times throughout the Interior Design program when students are required to wear "professional dress." This attire might be needed to present a project, to visit a showroom or to interview for an internship. Building a professional wardrobe can be an expensive challenge; therefore, a student may begin with a basic suit (three pieces) and add one or two items to the wardrobe each semester. This will provide you with adequate professional clothing throughout the program and give you a wardrobe for your internship and first job.

**Final Exam Policy**

Final exam date and time are established by the university and are not to be changed by the faculty. Students may not ask to change the final exam date or time without having a legitimate reason. If this is the case, then the student must submit a letter to the School Director which then must be approved by all HMS program coordinators before a date change will occur.

**Smoking Policy**

Per university policy, SFA is a tobacco-free campus.

**Work Retention Policy**

The Interior Design Faculty reserves the right to retain student work for the upcoming CIDA site visit. It is the responsibility of the student to photograph or duplicate projects for portfolios before graduation. All projects can be returned to the student after the CIDA site visit. In order to receive a notification, it is the responsibility of the student to maintain current contact information with the SFA Interior Design Faculty. The professors reserve the right to dispose of any project not picked up within 6 months of the CIDA site visit.

IX. Other Relevant Course Information: Itinerary/ next page
INDS/HMS Chicago Trip

Thursday, June 8 – Thursday, June 15, 2023

Pre-meeting – Assignments & Presentation requirements – face to face and / Collaboration in D2L (June 5th, 9 am – 10 am) 1 hour

Presentations -- (June 7th 9 -10 a.m.) 1 hour.

Thursday, June 8th

Depart from Houston – fly to Chicago, transportation to hotel via. L-train.
Meet at house for a review of itinerary and lecture of NeoCon events and seminars 7-9 p.m. (2 hours)

Friday, June 9th

Art Institute of Chicago /Tour three different museums with discussions (5 hours)
111 South Michigan Avenue
Chicago, IL 60603
(312) 443-3638

Saturday, June 10th

Tour Millennium Park – Frank Gehry
Discussions and tour of Gehry’s works (2 hours)

Take Architectural Cruise tour (2 hours)
465 North McClurg Court
Chicago, IL
(312) 527-2002

Sunday, June 11

Magnificent Mile (Tour Hotel & Retail Shops)( 7 hours)
Monday, June 12th

Group will use Chicago transport to Market
Tour NeoCon Market at Merchandise Market District
Will attend 3 seminars and discussions in showrooms (7 hours)

222 Merchandise Mart Plz # 470
Chicago, IL 60654-1072
(312) 527-7999

Tuesday, June 13th:

Tour NeoCon Market at Merchandise Market District (7 hours)
Eat/ Chicago Deep Dish Pizza

Wednesday, June 14th

Student Day & Seminars at NeoCon (7 hours)

Thursday, June 15th:

- Depart Chicago that morning

June 25th - On-line Assignments Due & Presentations (4 hours)

8 – 12 noon D2L/ Collaborate

Total 45 hours