



HC 497: Wellness

Course Syllabus Spring 2024

Online Asynchronous

INSTRUCTOR INFORMATION

Instructor: Tana Yager, MS, LPC, NCC

Office Hours: By Appointment

University Email Address: tana.yager@tamuc.edu

Preferred Method of Communication: Email

Communication Response Time: Emails will typically be returned within 24 business hours, M-F

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

Required Textbook

No Required Textbook for this course

Articles and handouts will be provided by the instructor throughout the semester via D2L

Required Technology:

The Learning Management System, D2L

An electronic device for study and assignments

Instructional Methods, Activities, and Assessments

Student Learning Outcomes

- Students will develop working definitions related to the concepts of wellness
- Students will be able to identify ways to assess and manage their personal wellness
- Students will put their knowledge into practice by addressing their wellness areas
- Students will practice the skills of professionalism and civil discourse with instructor, peers, and community through discussion boards and activities

The syllabus/schedule are subject to change.

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COURSE REQUIREMENTS

Minimal Technical Skills Needed

In this class, you will utilize the Learning Management System (LMS) entitled D2L for instructional and learning methods, submitting assignments, participating in online discussions, and completing quizzes as assigned. You will need to utilize other technologies such as Microsoft Word, PowerPoint, Search Engines, etc. If you have issues with this system, it is your responsibility to contact the help desk immediately.

Instructional Methods

This class will be run online in an asynchronous format. It will involve various forms of activities, discussions, and critical thinking. It will not be a typical lecture course. The skills and concepts you learn in this course shouldn't be merely memorized – they should be put into practice in your daily lives. Those practices require us to discuss your experiences during implementation. This course will be online and all assignments and interactions will be submitted via D2L unless otherwise noted.

All assignments, schedules, and due dates are subject to change.

Assignments/Assessments

Participation/ Readings / Discussion Boards

Students will complete discussion boards throughout the term related to the weekly readings and activities. Due dates and prompts will be posted clearly in D2L.

Points: 100 total

Pre-Wellness Wheel:

Students will be educated about the concept of a wellness wheel during the course. At the beginning of the semester, students will need to complete a visual aid of their wellness wheel as well as a 1-2 page reflection responding to the following prompts:

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1. Which area(s) of wellness did you score the highest?
2. Which area(s) of wellness did you score the lowest?
3. Were you surprised about any aspects of your results?
4. Which areas are you most looking forward to addressing during the semester?
5. And which are you more concerned to address?

Additional information about the assignment and/or the student's reactions can be included, but these prompts must be responded to for full credit. No citation is required. The response should be 12pt font and double-spaced. Please add a header and title. A minimum of one page of text should be written for full credit.

Points: 100

Wellness Journal:

Students will address areas on the wellness wheel by putting the skills they learn in class into practice. This assignment will be graded based on the correlation to the student's wellness wheel, their chosen activity, and their written response.

For the written response students should respond to the following prompts:

1. What area of wellness did you address? Was this one that you scored high or low in? Is this an area that you knew needed improvement or you're maintaining to keep the score where it's at? What do you want to share about this particular topic...
2. What did you do to address this area of wellness? What was the actual action and how does it relate to this particular topic?
3. Lastly, how do you feel the activity went, and how it impact your area of wellness? Did this activity make things better, worse, or no difference? Do you think if you continued this activity or something similar, it would have an impact on your wellness?

Students' write-up should be 1-2 pages in length. Additional information about the assignment and/or the student's reactions can be included, but these three prompts must be responded to for each area of wellness.

Points: 500

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Post-Wellness Wheel:

Students will be educated about the concept of a wellness wheel during the course. At the end of the semester, students will need to complete a new visual aid of their wellness wheel as well as a 1-2 page reflection responding to the following prompts:

1. Which area(s) of wellness do you now score the highest?
2. Which area(s) of wellness do you now score the lowest?
3. Were you surprised about any aspects of your results?
4. How have your results changed from the beginning of the semester to now?
5. What thoughts and opinions do you have about the idea of wellness now after taking the course and completing these activities?

Additional information about the assignment and/or the student's reactions can be included, but these prompts must be responded to for full credit. No citation is required. The response should be 12pt font and double-spaced. Please add a header and title. A minimum of one page of text should be written for full credit.

Points: 100

Reflection Essay:

Students will complete a 2-3 page journal-style entry responding to the prompts:

1. What did I learn and/or take away from this class?
2. Did you gain any awareness?
3. What did you like and/or dislike?

This short essay is your chance to share about the experience from your perspective.

No citation is required. The response should be 12pt font and double-spaced. Please add a header and title. A minimum of one page of text should be written for full credit.

Points: 100

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GRADING

Final grades in this course will be based on the following scale:

90%-100%	A
80%-89%	B
70%-79%	C
60%-69%	D
< 59%	F

Grading

Pre-Wellness Wheel	150
Participation / Boards	100
Reflection Essay	100
Wellness Journal	500
Post-Wellness Wheel	150

A total of 1000 points is available this semester. Final grades are based on the total number of points earned during the term in accordance, generally, with the following levels of proficiency:

A = 900-1000
B = 800-899
C = 700-799
D = 600-699
F = 599 and below

Assignments are due on the day noted in the syllabus. Unless noted otherwise, all assignments are due at the beginning of the class period. Late assignments will have 10% deduction per day late from the final score.

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TECHNOLOGY REQUIREMENTS

Browser support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products.

Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, Microsoft Edge browser, Microsoft Internet Explorer browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Microsoft® Edge	Latest	N/A
Microsoft® Internet Explorer®	N/A	11
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

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Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or point release of that major version) and the previous major version of iOS (the latest minor or point release of that major version). For example, as of June 7, 2017, D2L supports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.
Windows	Windows 10	Edge, Chrome, Firefox	Latest of all browsers, and Firefox ESR.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - o 512 MB of RAM, 1 GB or more preferred
 - o Broadband connection required courses are heavily video intensive
 - o Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- **For YouSeeU Sync Meeting sessions *8 Mbps* is required.** Additional system requirements found here:
<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>
- You must have a:
 - o Sound card, which is usually integrated into your desktop or laptop computer
 - o Speakers or headphones.
 - o *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site](http://www.java.com/en/download/manual.jsp)
<http://www.java.com/en/download/manual.jsp>
- Current anti-virus software must be installed and kept up to date.

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Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - o Adobe Reader <https://get.adobe.com/reader/>
 - o Adobe Flash Player (version 17 or later) <https://get.adobe.com/flashplayer/>
 - o Adobe Shockwave Player <https://get.adobe.com/shockwave/>
 - o Apple Quick Time <http://www.apple.com/quicktime/download/>
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

COMMUNICATION AND SUPPORT

Brightspace Support

Need Help?

Student Support

If you have any questions or are having difficulties with the course material, please contact your Instructor.

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Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778 or click on the **Live Chat** or click on the words “click here” to submit an issue via email.



System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

Interaction with Instructor Statement

Communication with your professors is key to your professional growth. I am here to support and guide you along your academic journey. With that being said, I cannot help you if you do not communicate with me. Please make an appointment if you have any concerns or questions. Because I teach in different locations, email is the best way to reach me. I will attempt to answer all emails within 24 hours, Monday-Friday, but at times will need up to 72 hours to do so. When emailing, please use your university email and address me with courtesy and respect.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Written assignments are due on the day noted in the syllabus. All papers are due at the beginning of the class period. Late papers will have 10% deduction per day late from the final score.

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](http://www.albion.com/netiquette/corerules.html)

<http://www.albion.com/netiquette/corerules.html>

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TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: studentdisabilityservices@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

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<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling [903-886-5145](tel:903-886-5145). For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

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COURSE OUTLINE/CALENDAR

Date	Topic	Assignments
Week 1	Welcome Back!	
Week 2	-Introductions -Syllabus review -Course Overview and Expectations	-Discussion Board
Week 3	What is Wellness?	-Pre-Wellness Wheel
Week 4	Managing Wellness as an Honors Student	-Discussion Board
Week 5	Environmental Wellness	-Discussion Board
Week 6	Social Wellness	-Wellness Journal #1 Due
Week 7	Spiritual Wellness	-Wellness Journal #2 Due

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Week 8	Intellectual Wellness	-Wellness Journal #3 Due
Week 9	Check In - How is everyone doing? Catch up and review	-Wellness Journal #4 Due
Week 10	SPRING BREAK	
Week 11	Emotional Wellness	-Discussion Board
Week 12	Occupational Wellness	--Wellness Journal #5 Due
Week 13	Physical Wellness	--Wellness Journal #6 Due
Week 14	Financial Wellness	-Wellness Journal #7 Due
Week 15	Check In - How is everyone doing? Catch up and review	-Wellness Journal #8 Due

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Week 16	-Are we well now?	-Post Wellness Wheel
Week 17	-Putting It All Together	-Reflection Essay due
Week 18	-Finals Week	