Reedley College

Developmental Services

DEVSER 262 (51250) Fall 2016

**Course Title:** Group Interaction

**Class Meeting Time:** Tuesday / Thursday 11:00am – 11:50am Room: Agriculture Room 15

**Instructor:** Jason Ford

Disabled Students Programs and Services Program

(559) 638-0332

Email: Jason.ford@reedleycollege.edu **Office Hours:** By appointment only.

**Final Exam: Monday May 16, 2016 10:00-11:50 a.m.**

**Course Description:** Development of self-understanding through group dynamics. Designed for students with physical, communicative, and/or learning limitations.

**Text:** There is no assigned textbook for this class.

**Course Materials:** Group Interaction Handbook.

**Course Purpose and Goals:** This course is designed to assist students understand and develop appropriate and effective communication skills. Emphasis will be placed on the process of communication, understanding group dynamics, and the facilitation of group interaction.

In the process of completing this course, the student will demonstrate the ability to complete the following

***Student Learning Outcomes:***

1. Demonstrate the ability to have positive interactions with other people.
2. Demonstrate awareness of personal boundaries.
3. Identify ways that non-verbal communication affects interactions with other people.

**Course Format:** Learning experiences used in this class may include, but is not limited to lecture, discussion, video presentations, guest speakers, group exercises, and simulations.

**Grading:**

This course is a pass/no pass course. Points will be based on participation, journal entries, homework, handbook maintenance, mid-term, and final exam.

***Graded Assignments*** Participation

 Journals

Homework/Handbook

Quizzes

Midterm

Final exam

**Total possible points:**

100 points

100 points

100 points

100 points

50 points

50 points

**500 points**

***Grade Distribution:***

*Letter Grade*

A B

c

D

F

*Percentage*

90-100%

80-89%

70-79%

60-69%

<59%

*Points*

450-500

400-449

350-399

300-349

0-299

**Course Requirements:**

***Participation***

Student preparation and participation are essential to this class. It is expected that you will have done assigned readings before class, and that you will initiate, communicate, and participate in classroom discussions, activity, and debate. At the end of each class period, students will participate in a group exercise. Students are expected to actively participate and appropriately communicate with other students in the class.

***Journals***

Students will write 10 reflection journals on questions/topics assigned in class. The purpose of these assignments is to personalize the information from the lecture and handbook and aid the student in reflecting on his/her own experiences in groups or with communication skills.

***Handbook & Homework***

Students will be required to complete assignments from the course handbook and handouts. Students will submit the handbooks and assigned work on the dates stated for grading.

**Extra Credit**

***Emotional Spectrometer:*** Students can create and design emotional spectrometer that lists five different emotions and ranks the type of emotions felt from 1 to 1 0 during specific events, thoughts, activities, behaviors, etc. The spectrometer should document at least 1 month of student activity. This activity will increase the student's knowledge and understanding of their emotions and provide them with a foundation by which they can monitor their behaviors (1 0 points).

***Who are you?:*** Students can ask the instructor for a topic to ask their peers about (i.e., what is their favorite

..., when were they happiest, when were they most surprised, etc.) The student is responsible for asking their peers their name, finding out the answer to the topic, and then must request the opportunity to stand up in front of the class to state each student’s name and state the students answer to the topic. All students in the class must be asked. If a student is absent, his/her name and answer shall still be stated (1 0 points).

**Policies of this course, DSP&S, and Reedley College:**

***Devser 262 Course Policies:***

1. Student Responsibility: Class participation and assigned readings are important. Students will be prepared to discuss class topics from the readings. If you are unable to attend class, please make certain that you contact the instructor, either by phone, email, or through a classmate. Students who arrive to class after attendance is taken are responsible for notifying the instructor at the end of class to update the record. In the event of an absence, students are expected to make arrangements with classmates to collect class information and materials. Excessive absences will negatively impact your course grade and may result in failure.

2. Due Dates: Students are responsible for all listed and announced dates, readings, assignments, and exams.

Assignments are due at the beginning of class. If an absence is anticipated by a student, any assignments due that day are to be submitted in advance. Class assignments accepted after this will be graded and the assignment total will be marked down 10% for each calendar day late. Assignments not handed directly to the instructor must be stamped with the date received and placed in the instructor's mailbox in the department office. Assignments, including make-up exams, will not be accepted after the assignment in question has been returned to the class and no more than 4 days after the originally scheduled due date. Note: Negotiation of alternate due dates will be considered on an individual basis and must occur no less than two weeks prior to the assigned date.

3. Make-up exams: Make-up exams may be allowed with prior notification and approval from the instructor 2 weeks before the exam date. Make-up exams may be approved due to special circumstances.

***DEVSER General Instructional Policies:***

1. Participation: Regular and on-time attendance is a basic expectation. If a class is missed, it is the student's responsibility to obtain the material missed. Students should recognize that entering a class late is disruptive to both the instructor and the other students and should make every effort to be on time. Participation includes bringing appropriate materials to class, completing assignments on time, and completing any reading assignments prior to class so that the student is able to take part in class discussions.

2. Professionalism: The faculty regards Developmental Services (DEVSER) curriculum as a bridge for students to

advance their skills academically and vocationally to be a future professional in the community. As such, students are expected to behave in a professional manner. Basic program expectations include professional behavior in the classroom and during all field experiences. Attendance, preparedness, effort, and honesty, in combination with respect for faculty and other students are all considered under the heading of professional behavior. The goal is to create a community of learners in a positive, insult-free zone. A student who is unable to conduct himself or herself in a courteous and respectful manner will be asked to remove himself or herself from the classroom. Cell phone and other electronic communication devices are to be turned off during class and stored out of the way of class activity.

3. Problem Resolution: Any student who has a question about a grade or a class procedure is advised to first

approach the course instructor. If the issue is not resolved at this level, the student is encouraged to meet with the Program Coordinator.

4. Writing Competency: The student's ability to effectively communicate in writing is very important. The instructor will evaluate the efforts of each student not only for the content presented but also for spelling, grammar, punctuation, neatness and organization of thought. Unless notified otherwise by the instructor, all written work must be typed and is expected to be high quality work. You may be asked to correct and resubmit a paper that is not of acceptable quality. Grades for resubmitted papers will be the average of the original and the revision.

5. Format Expectations for Written Assignments: The DPS&S instructional faculty has developed the following guidelines to assist students in preparing papers and assignments for submission in Devser courses. Papers and assignments submitted that do not meet these expectations will not be graded and will be returned to the student.

1) Font style: Times New Roman

2) Font size: 12 point font

3) Spacing: Double space

4) Margins: Standard 1" margins

5) Cover page: Include the title of the assignment, your name, class title, instructor name, and date.

6) Staple: Use a staple to attach multiple page assignments. Do not use a paper clip.

7) Assignments that are required to be typed must be typed

*Reedley College Policies:*

1. Students with Disabilities/Special Accommodations: Any student in need of an accommodation due to a disability is encouraged to consult with the instructor immediately so that arrangement can be made. Students may refer to the policies and regulations section of their catalog for clarification.

2. Honor Code: Students at Reedley College are responsible to ensure that their education is honestly

attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.

3. Withdrawal Policy: Every student who gets a late "Withdrawal" (past the ninth week of the

semester or 50% of the course-whichever is less) from a course has potentially displaced another student from the opportunity to take that course. Therefore, this course will adhere strictly to the college's policy. Students may drop a course before the end of the second week of class using the standard computer system without need for instructor permission. However, course withdrawals past the end of the ninth week of class will not be allowed without "serious and compelling" reasons that are documented by appropriate medical or other professional authority. A change of work schedule, lack of interest in the material, failing grades, etc. are not going to qualify as reasons to drop the course.

4. Cheating and Plagiarism: Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on the particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents. Further action may be taken in accordance with college policy. Students are instructed to refer to the administrative policies of their college catalog.

5. Computer Usage: State Center Community College District (SCCCD) students are permitted to use a

District owned computer/network. As a condition of this use, each student agrees to and is expected to abide by the District's Acceptable Use Policy (http://www.scccd.com/is/district\_use.html). The District is the sole determiner of the interpretation and application of the Acceptable Use Policy. It is understood that if a student violates any of the policy rules, he/she is subject to removal from the computer facility as well as discipline as a student. Students shall be specifically warned to: 1.) not transmit any communication in

which the meaning of the message or its transmission or distribution would violate any applicable law or

regulation or be offensive to the recipient or recipients and 2.) not search, view or download pornographic material through any means.

6. Disruptive Classroom Behavior: Students are under obligation to respect the authority of each instructor and are responsible for their conduct. Failure to adhere to the college's standards will result in disciplinary action. The college reserves the right to exclude at any time a student who violates student conduct standards and/or is not taking proper advantage of the opportunities offered. (See Student Right to Know on page 1 0). Instructors are authorized to remove a disruptive student from his or her class for the day of the removal and the next class meeting. During the period of removal, a student shall not be returned to the class from which he or she was removed without the concurrence of the instructor of the class. (See Reedley College's Student Code of Conduct Policy/Board Policy 5520 and Educational Code 76032).

7. Copyright Policy: Copyright laws and fair use policies protect the rights of those who have produced the

material. The materials copied in this course have been provided for private study, scholarship, or research. Other uses may require permission from the copyright holder. The user of this work is responsible for adhering to copyright law of the U.S. (Title 17, U.S. Code).

8. Sexual Harassment: All students and employees should be aware that Reedley College, and the State Center

Community College District are concerned and will take action to eliminate sexual harassment. Sexual harassment is conduct subject to disciplinary action. Harassment on the basis of sex is a violation of Section

703 of Title VII of the 1964 Civil Rights Act, which is enforced by the Equal Employment Opportunity

Commission. Sexual harassment is included among legal prohibitions against discrimination. Title IX of the

Educational Amendments of 1972 also establishes sexual harassment as discriminatory and unlawful.

9. Smoking, Alcohol, and Illicit Drug Use: Reedley College does not allow smoking in campus buildings and is a drug- and alcohol-free campus. Therefore smoking and use of tobacco products is prohibited in all campus buildings. Additionally, the college prohibits the unlawful manufacture, distribution, dispensing,

possession, or use of controlled substances (as defined in Schedules I through V of the Controlled

Substances Act {21 U.S.C812} and as further defined by Regulations 21 CFR 1308.15 in the 46

Administrative Policies workplace).

**CALENDAR OF TOPICS AND ASSIGNMENTS**

**NOTE: This syllabus and schedule are subject to change. If you are absent from class, it is your responsibility to check on announcements and changes made while you were absent.**

Week 1: August 16 & 18

 Distribute class handbook: Don’t lose it. You only get one.

 Overview of class, syllabus, and course requirements.

 **Lecture 1:** The Group

**Handbook:** Complete Activity #1 **(10 points)**

Week 2: August 23 & 25

**Monday: COLLEGE HOLIDAY ☺ Martin Luther King Holiday**

**Lecture 2:** Stages of the Development of a Group

**Handbook:** Complete Activity #2 **(10 points)**

 **Journal #1 due Thursday, 08/25/16(10 points)**

Week 3: August 30 & September 1

 **Lecture 3:** The Group Leader

**Handbook:** Complete Activity #3 **(10 points)**

 **Journal #2 due Thursday, 09/01/16 (10 points)**

 **Study for Quiz #1**

Week 4: September 6 & 8

 **Lecture 4:** Group Rules

 **Handbook:** Complete Activity #4 **(10 points)**

 **Quiz #1: Thursday, 2/4/16 (25 points)**

Week 5: September 13 &15

**Lecture 5:** What is Communication?

 **Journal #3 due Thursday, 09/15/16 (10 points)**

Week 6: September 20 & 22

**Lecture 6:** Effective Communication

**Journal #4 due Thursday, 09/22/16 (10 points)**

Week 7: September 27 & 29

**Lecture 7:** Active Listening

**Handbook:** Complete Activity #5 **(10 points)**

 **Journal #5 due Thursday, 09/29/16 (10 points)**

**Study for Quiz #2**

Week 8: October 4 & 6

**Lecture 8:** Understanding Your Disability

Questionnaire and discussion

**Quiz #2: Thursday, 10/06/16 (25 points)**

Week 9: October 11 & 13

**Class Review of guide for Midterm Exam**

**Midterm Exam: Thursday, 10/13/16 (50 points)**

Week 10: October 18 & 20

**Lecture 9:** Utilizing Accommodations

**Handbook:** Complete Activity #6 **(10 points)**

**Journal #6 due Thursday, 10/20/16 (10 points)**

Week 11: October 25 & 27

**Lecture 10:** Nonverbal Communication

**Handbook:** Complete Activity #7 **(10 points)**

 **Journal #7 due Thursday 10/27/16 (10 points)**

Week 12: November 1 & 3

**Lecture 11:** Understanding Your Self-Esteem

**Handbook:**  Complete Activity #8 **(10 points)**

**Journal #8 due Thursday, 11/03/16 (10 points)**

**Study for Quiz #3**

Week 13: November 8 & 10

**Lecture 12:** Anger Management and Your Disability

**Handbook:** Complete Activity #9 **(10 points)**

**Quiz #3: Thursday, 11/10/16 (25 points)**

Week 14: November 15 & 17

**Lecture 13:** How to Tell if You Need More Help

**Journal #9 due Thursday, 11/17/16 (10 points)**

Week 15: November 22 – No Class November 24 (Thanksgiving)

**Group Interaction Activity**

**Study for Quiz #4**

Week 16: November 29 & December 1

**Group Interaction Activity**

**Quiz #4: Thursday, 12/01/16 (25 points)**

**Handout: Final Exam Study Guide**

Week 17: December 6 & 8

**Class Review for Final Exam**

**Final Exam Study Guide Due: Thursday, 12/08/16 (10 points)**

Week 18: Week of December 12 – Date and time to be announced