**REEDLEY COLLEGE**

**Developmental Services 262**

# DEVSER 262 Fall 2018 Course Syllabus

### Course Title: DEVSER 262 Group Interaction

### Schedule #: 51694 T/TH @ 10:00am-10:50am

**Instructor: Jennifer Langenheim, M.S.**

Disabled Students Programs and Services Department

DSP&S Office

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**Office Hours:** By appointment only.

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

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

**Course Materials:** Group Interaction Handbook.

**Course Purpose and Goals:** This course is designed to assist students in understanding and developing appropriate and effective communication skills for a group setting. 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:

1. Demonstrate the ability to have positive interactions with other people.
2. Demonstrate the 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 graded credit/no credit.**

Semester grades are based on a total of 500 points.

Points will be based on participation, class assignments, workbook, journal entries, and final exams.

***Graded Assignments***

Participation/Class Assignments/Work Book 300 points

Journal 10 entries worth 10 points each 100 Points

Exam (final) 100 points

**Total possible points: 500 points**

***Grade Distribution:***

Passing grades are 70-100% or 350-500 points.

*Letter Grade Percentage Points*

A 90-100% 450-500

B 80-89% 400-449

C 70-79% 350-399

D 60-69% 300-349

F <59% 0-299

***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 of that not 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-which ever 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 10). 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 {21U.S.C812}and as further defined by Regulations 21 CFR 1308.15 in the 46 Administrative Policies workplace).

**Reedley College-Important Dates for Fall 2018 Semester:**

August 24-Last day to drop full term class for full refund

August 31-Last day to register for fall full term class in person

August 31-last day to drop full term class to avoid a “W” in person.

September 2-Last day to drop a fall 2018 full term class to avoid a “W” on WebAdvisor

September 3-LABOR DAY

September 25- NO CLASS

October 12-Last day to drop a full term class

November 12-VETERENS DAY

November 22-23- THANKSGIVING

December 10-14- Finals

December 14-End of fall 2018 semester

**Final Exam: Scheduled for Tuesday December 11, 2018 @ 10:00-11:50am**

**NOTES/COMMENTS/UPDATES:**

**CALENDAR**

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| --- | --- | --- |
| Week Of | Topic/Description | Assignments Due |
| 08/14/2018 -08/16/2018 | Overview of class, syllabus and course requirement; Introduce Section 1: The Group |  |
| 08/21/2018 –  08/23/2018 | What is a Group; Stages of a Group | Journal 1 |
| 08/28/2018 –  08/30/2018 | Group Leader; Group Norms; Begin Group Process | Journal 2 |
| 09/04/2018  09/06/2018 | Introduce Section 2: Communication; What is Communication | Journal 3 |
| 09/11/2018 –  09/13/2018 | Effective Communication; Levels of Communication | Journal 4 |
| 09/18/2018–  09/20/2018 | Active Listening; Modes of Listening | Journal 5 |
| 09/25/2018 | NO CLASS | Active Listening Assignment |
| 09/27/2018 | Introduce Section 3: Self-Advocacy; Understanding Your Disability |  |
| 10/02/2018 –  10/04/2018 | Dealing With a Disability; Midterm Study Guide | Journal 6 |
| 10/09/2018 –  10/11/2018 | Utilizing Accommodations | Journal 7 |
| 10/16/2018 –  10/18/2018 | American with Disabilities Act; How to Talk to Instructors | Journal 8 |
| 10/23/2018 –  10/25/2018 | Introduce Section 4: Self Awareness and Growth; Anger Management and Disability | Journal 9 |
| 10/30/2018 –  11/01/2018 | Anger Management and Disability Exercise; Group Activity |  |
| 11/06/2018 –  11/08/2018 | Understanding Your Self-Esteem: Group Exercise | Journal 10 |
| 11/13/2018 –  11/15/2018 | Self-Esteem and Motivation Building; Group Activity | Extra credit Journal |
| 11/20/2018 | Cognitive Distortions; Disability and Depression |  |
| 11/27/2018-  11/29/2018 | Peer Pressure, The Decision-Making Process |  |
| 12/04/2018 –  12/06/2018 | Wrap up group process; Final Exam Study Guide | Workbook due |
| 12/11/2018 | **FINAL EXAM Tuesday 10am-11:50am** | **FINAL EXAM**  **12/11/2018** |

This is a tentative schedule/calendar and may be changed.

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