Dr. Jade Williams
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Office: 414 Rolfs Hall (352-273-1865}
Office Hours: M 1:00-2:00 p.m., R 2:00-3:00 p.m. & 5:30-7:00 p.m., and by appointment

CLASS TIME/LOCALE
DAY/TIME: M 7-8; W 8
PLACE: Rolfs Hall, Room 211

COURSE DESCRIPTION
This course focuses on the role of communication in human resilience, with emphasis given to social, interpersonal and intrapersonal processes and outcomes relevant to the construction of resilience & resilience narratives.

REQUIRED TEXT
The readings are the cornerstone of this course. Dr. Williams will provide the readings for you via Sakai. You will be required to print out the readings and bring them with you to class.

INSTRUCTOR OBLIGATIONS
You should expect that Dr. Williams will:
1. Approach our class prepared and organized.
2. Convey passion for course material.
3. Conduct the class in a manner that is engaging.
4. Grade assignments and provide helpful feedback in a timely manner.
5. Reply to students' emails within 48 hours.
6. Attempt to relate material in this course to your everyday lives and relationships, as well as to relevant global, social, and political contexts.

STUDENT OBLIGATIONS
I will expect you to:
1. Complete and spend time contemplating the readings before class each week.
2. Complete and submit all assignments in advance of the deadline.
3. Participate actively in discussions and classroom activities.
4. Contribute positively to the classroom and group climates.
5. Take a self-motivated approach to the course, including personal accountability for your behavior and academic progress in the class.
6. Stay in contact with me throughout the semester. Come to me, and let me help you, any time you have questions, problems or concerns related to your mastery of course objectives.

SAKAI REQUIREMENT
Check your UFL.edu email and our Saki course site frequently. If you have computer/internet or Sakai-related problems or questions, you can contact the UF Computing Help Desk at (352) 392-HELP [4357], or email helpdesk@ufl.edu. Your instructor is unable to assist in these matters, so please contact the Help Desk directly.

POINTS & GRADES

POINTS—Assignment details provided in class
100 points = Final Project (25 prop/drafts + 25 presentation + 50 paper)
80 points = 8 In-class activities X 10 pts each
60 points = 7 Reading Activities X 10 pts each
50 points = Service Project & Assignments
20 points = Collecting & Analyzing Stories
20 points = Exit Exam (final day of class)
20 points = Miscellaneous (pop quizzes, field notes & data checks, etc.)
<u>15 points = Thank You's</u>
375 TOTAL POINTS POSSIBLE

ASSIGNMENT LETTER GRADE DESCRIPTIONS

A = Excellent! In addition to excellent quality and performance, work that earns an "A" exceeds minimum requirements and expectations.

B = Very good! A grade of "B" indicates successful completion of all assignment requirements with little room for improvement. Please note that all minimum requirements must be satisfactorily completed to earn a grade of "B" or better. Writing skills and overall performance are above average.

C = Good! A grade of "C" is the most commonly earned grade on course assignments. It indicates work in good standing. All minimum requirements are met, although some need improvement. Writing skills are average to excellent.

D = Passing…but below average. The assignment's minimum requirements are not met and/or quality of work is less than average.

E = Not passing. Minimum requirements are not met and quality of work is poor.

FINAL GRADE

Below is the percentage and point break-down for each letter grade (please be advised that final letter grades are determined by the number of points earned, and I do not round up).

Letter Grade	Percentage	Points
A	93 – 100 %	465 – 500
A-	90 – 92.9 %	450 – 464.99
B+	87 – 89.9 %	435 – 449.99
B	83 – 86.9 %	415 – 434.99
B-	80 – 82.9 %	400 – 414.99
C+	77 – 79.9 %	385 – 399.99
C	73 – 76.9 %	365 – 384.99
C-	70 – 72.9 %	350 – 364.99
D+	67 – 69.9 %	335 – 349.99

D	63 – 66.9 %	315 – 334.99
D-	60 – 62.9 %	300 – 314.99
E	0 – 59.9 %	0 – 299.99

Special Note Concerning Final Grades of Incomplete
A grade of "Incomplete" is given only to a student with extreme circumstances that prevent the student from completing course requirements during the semester in which s/he is enrolled. Please be forewarned that an "Incomplete" can only be given to a student who has completed at the 50% of the class and who is passing the course with a grade of "C" or better at the time the Incomplete is negotiated. See the University's policy for more information.

COURSE POLICIES

DEADLINES & ATTENDANCE
All assignments are due before 11:59 p.m. EST (just before midnight) on their respective due dates. A 12-hour Extension period applies to all deadlines; this means that all assignments can be submitted up to 12 hours after the deadline with no penalty. ***After the Extension period, no work is accepted.*** There are no exceptions to this rule; therefore, it is imperative that you plan ahead and submit assignments at least one day in advance of the scheduled deadline. In the event of an extreme emergency that will prevent you from submitting work for an extended period of time, notify me immediately to discuss your options for the course (e.g., eligibility for a grade of Incomplete, see above for details).

There are no excused or unexcused absences; so, there is no need to ask for my permission to miss a class period. You are an adult and make your own choices, including whether or not to attend your classes. My sole requirement regarding attendance is that students attend only after having read the assigned readings and when able/willing to make meaningful contributions to class discussions that demonstrate familiarity with the readings. Attendance is taken daily for the sole purpose of establishing a record of who is present each day and who is not. In the event of an extreme emergency that will prevent you from attending class and for an extended period of time, notify me immediately to discuss your options for the course (e.g., eligibility for a grade of Incomplete, see above for details).

UNIVERSITY-SANCTIONED EVENTS & RELIGIOUS HOLIDAYS
As stated above, there are no excused or unexcused absences. If you will miss class due to University Event or religious holiday, it is up to you to obtain notes from a student in the class. *It is each student's responsibility to submit assignments in advance of the deadline, regardless of one's reasons for missing class*; please plan accordingly. Further, if you will miss class frequently for any reason, you should withdraw from this class and enroll in another course that is scheduled on days you can attend.

SUBMITTING WRITTEN WORK
You are expected to write at a collegiate level. All work must be properly cited in APA (American Psychological Association) style. In keeping with our emphasis on professionalism, correct spelling and grammar are required on all assignments. Grades on poorly written assignments will be lowered by up to 20 percent. Individual papers must be your work and solely your work. Also, "self-plagiarism" is not allowed; in no case may you use material you have produced in another class without express written permission from me. See section below on Academic Integrity.

ACADEMIC INTEGRITY AND ACADEMIC MISCONDUCT

All submitted work during the course, written or oral, will be the student's personal, original work, with credit being given to sources used. If a student violates this understanding, evaluations of work must be affected accordingly and if necessary, adjudication will be processed by procedures approved by the University of Florida Honor Court.

STUDENT CONDUCT

The Dial Center for Written and Oral Communication strives for a classroom climate that is comfortable for all. Students are expected to behave according to the UF student code of conduct in their classes. This means treating their instructors and fellow classmates with respect. Public Speaking can be a stressful course and it can be a positive experience. To ensure a positive learning environment, students should not: make complaints publicly (in front of other students); attack the instructor verbally, physically, or in written form; or express reactions in the classroom that would bring harm to other students. Failure to meet the UF code of conduct can impact a student's class participation grade or result in referral to the UF judicial office. Class atmosphere can be made or broken by the approach that students take to the challenges of the course. Students that support others, show good humor in the face of obstacles, show dedication in the face of setbacks, and show grace when others are not doing as well will help to create a positive communication climate.

In a communication class, it is especially important that we:
- Display respect for all members of the classroom – including the instructor and students;
- Pay attention to and participate in all class sessions and activities;
- Avoid racist, sexist, homophobic or other negative language that may unnecessarily exclude members of our campus and classroom;
- Avoid unnecessary disruption during class time (e.g., having private conversations, reading the newspaper, surfing the internet, doing work for other classes, making/receiving cell phone calls, text messaging, etc.).

NO COMPUTERS AND CELL PHONES

Computer and cell phone use is prohibited in the classroom.

DISABILITY AND SPECIAL ACCOMMODATIONS

Any student in this course who has a disability that may prevent him or her from fully demonstrating his or her abilities should contact me privately, as soon as possible, so we can discuss accommodations necessary to ensure a successful and educational experience. It is your responsibility both to notify me and to make the first contact with the Disability Resource Center (DRC). Additionally, you must provide written documentation from the DRC at least one week prior to the date in which you are requesting accommodations.

RIGHT TO PRIVACY

The Family Educational Rights and Privacy Act (FERPA) ensures that your student records (for any students over 18 years of age) are kept confidential. I will not release your grades to anyone other than you or school officials who are given permission to view your progress. Anyone other than you (or an approved school official) may not request any information (beyond simple directory information) about you, your progress, or your status as a student in my class – this includes parents, partners, and other students. For more information, see the University of Florida website for The Family Educational Rights and Privacy Act (FERPA).

ACCEPTABLE USE OF COMPUTER SYSTEM

As a student in this class you're subject to the Acceptable Use Policies for UF's computer systems. Anyone violating these policies will receive an automatic grade of "E" for the course and will be referred to the University for disciplinary action as deemed appropriate by the University of Florida Honor Court.

CHANGES TO COURSE SYLLABUS/CALENDAR
I reserve the right to update or change portions of this course syllabus and calendar in order to make the class a better experience for everyone. This may be in response to suggestions from students, from my own observations, or as the result of requirements by the Department, College, or University. Changes will be posted to the course site on Sakai.

COURSE FEEDBACK
I welcome feedback about the course. If we wait until university evaluations at the end of the semester, I cannot make changes that will help you. I regularly ask the class for feedback and suggestions regarding the tests and assignments. Please share your thoughts with me in an open and constructive manner during the semester. You can make suggestions in class, with me privately during office hours, or via email.

QUESTIONS, CONCERNS, COURSE PROBLEMS
If you have any concerns regarding the course, contact me via e-mail immediately. I am always willing to assist you in any way that I can. However, please do NOT contact me for computer, internet and/or Sakai-related problems. Contact the UF Computing Help Desk at (352) 392-HELP [4357], or email to helpdesk@ufl.edu for these matters. Computers do act up, so plan ahead and give yourself plenty of time before deadlines to complete and submit your work.

HAVE FUN WITH IT!
Feel free to play with the material, share your ideas, and contribute to the class. The more you engage the material and your fellow classmates, the more everyone will enjoy and benefit from the course.

COURSE CALENDAR (TENTATIVE)
Resilience & Communication ~ COM4930 Section 05FC ~ Spring 2014

DATE	TOPIC	ASSIGNMENTS DUE
JAN 6-M	Introduction to Course	RA1: Ch 1 (p.1-5) & Ch 2 (p.6-8)
JAN 8-W	*Work on RA1 & RA2*	*Note: RA1 due FRI 1/10*
JAN 13-M	The Self	RA2: Ch 2 (p.9-21) due Sun 1/12
JAN 15-W	*Service Project Meeting*	Service Assignment #1 due Fri
JAN 20-M	Holiday	
JAN 22-W	Narrative Identity	RA3: Ch 2 (p.23-25) & Ch 4 (p.33-36) *Note: RA3 due TUE 1/21*
JAN 27-M	Intro to Resilience: Stressors	RA4: Ch 3 (p.26-28) & Ch 5 (p.68-73; also p.38-40)
JAN 29-W	*Work on Service Project*	Service Assignment #2 due Fri 1/31
FEB 3-M	Resilience Factors/Principles	RA5: Ch 3 (p.29-32) & Ch 5 (p.73-85)

FEB 5–W	*Work on Service Project*	
FEB 10-M Mandatory	Resilience Scavenger Hunt	RA6 due Sun 2/9
FEB 12–W	*Work on Service Project*	Service Assignment #3 due Fri 2/14
FEB 17-M	So, what is resilience? Narrative Resilience	RA7: Ch 6 (p.96-98 top) & Ch 5 (p.45-46; 66-67; 84-85; also review 58-66)
FEB 19–W	*Work on Service Project*	
FEB 24-M	Service Project Presentations	**Service Project due**
FEB 26–W	*Work on Project Proposal*	**PROJECT PROPOSAL due by Fri 2/28**
MAR 1-8	Spring Break	
MAR 10-M	Collecting/Analyzing Stories	Collecting Stories (bring all data to class)
MAR 12–W	*Work on Academic Story*	*Academic Story (Lit Review) draft due Sunday 3/16*
MAR 17-M	Collecting/Analyzing Stories	Transcripts due!
MAR 19–W	*Work on Collect/Analyze*	
MAR 24-M	Narrative Analysis	Analyzing (bring all data to class)
MAR 26–W	*Work on Collect/Analyze*	**Collect/Analyzing Stories due Sun 3/30**
MAR 31-M	Analysis & Presentation	
APR 2–W	*Work on Project Paper*	*Project Paper Draft due today*
APR 7-M	Workshop	
APR 9–W	*Work on Final Project*	**Final Project Paper due Sun 4/13**
APR 14-M	**PRESENTATIONS**	
APR 16-W	*Work on Thank You's*	
APR 21-M	**PRESENTATIONS**	
APR 23-W	**Course Wrap-Up**	Thank You's Due