Ms. Rachel E. Riggs, M. A.
Instructor of Communication
rachel.riggs@angelo.edu
Office: Library 3rd Floor B303
Phone: 325-486-6078

Office Hours
Mon and Wed: 9:50 am to 11:50 am
Tues and Thurs: 9:20 am to 12:20 pm
*And by appointment

Course Overview

Course Description
“Rest and self-care are so important. When you take time to replenish your spirit, it allows you to serve others from the overflow. You cannot serve from an empty vessel.”
-Eleanor Brown

“To be nobody but yourself— in a world which is doing its best, night and day, to make you everybody else— means to fight the hardest battle which any human being can fight; and never stop fighting.”
-e. e. cummings

Many people are quick to use the hashtags #SelfCareSaturday or #TreatYourSelf on Twitter and Instagram, but few pause to reflect on the importance of taking care of oneself during college. Self-care should be as common as washing one’s face every morning and every night.

This course will provide students with a self-care skill set to prepare them for handling the stress of college. This course will explore the sources of stress – including complex relationships with peers and family, finances, academic preparedness – and how stress impacts our lives. This course will also explore how engaging in self-care tactics can help students manage the stress in life. Students will leave this course with a plan for how they can practice self-care on a daily basis, not just on Saturday.

Required Course Materials
● There is not a textbook for this class. Instead, you will need to read articles posted to Blackboard. Readings are due before class.
● One pack of note cards for presentations and a USB flash drive
● Access to your Angelo State Email, Blackboard, and Google Apps (including Google Docs, Sheets, and Slides)

Student Learning Outcomes
The Core Curriculum Committee has defined core student learning outcomes for GS 1181 as Information Literacy (CT1 or CT2) and Communication (CM1 and CM2).

Critical Thinking (CT)
● (CT1) Gather, analyze, evaluate, and synthesize information relevant to a question or issue
● (CT2) Develop and demonstrate a logical position (i.e. perspective, thesis, hypothesis) that acknowledges ambiguities or contradictions

Communication Skills (CM)
● (CM1) Develop, interpret, and express ideas through effective written communication
● (CM 2) Develop, interpret, and express ideas through effective oral communication
● (CM 3) Develop, interpret, and express ideas through effective visual communication

Assignments
Reflection Journals (450 points total)
There will be three (3) reflection journals worth 100 points apiece due throughout the semester. These journals are designed to help you prepare for the final project in this class. These journals will vary in length and research components. They must be typed, size 12 font, and follow MLA format. Please see additional assignment sheet for more information.

Meet Your Professors Assignment (100 points)
For this assignment you will need to stop by the office hours of each of your professors and have them help you complete a worksheet. This activity will help you become familiar with your professors’ office hours.

Participation and Daily Grades (100 points)
You must speak up in class and participate in classroom discussion in order to receive credit for participation. This is not a lecture-based class. You must participate in classroom discussion to get the full learning experience in this class. There will also be times when you break into groups. You must be active in all group work. Class activities and homework assignments will contribute to this grade. If you are absent, it is your responsibility to talk to a peer or email me to see what you will miss ahead of time.

Attendance (100 Points)
Please see the attendance policy on the next page for a description of this grade.

Final Presentation (250 Points)
Throughout this 8 week course, be intentional about trying out new methods of self-care for yourself. Use the class-generated list on Padlet of self-care activities as a guide for which self-care activities you should experiment with this semester. Select 4 activities you will try this semester.

For example, you may want to try a particular exercise 2 to 3 times a week, cooking a healthy meal for yourself on the weekends, or intentionally engaging in a specific creative project.

Prepare a 5-7 minute presentation on one self-care activity that you enjoyed the most over the course of the past 8 weeks. This final presentation will count as your final grade in this class. The presentation order will be given out on a later date, along with more information about formatting the speech.
### Grading

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Total Points</th>
<th>My Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reflection Journal #1</td>
<td>150</td>
<td></td>
</tr>
<tr>
<td>Reflection Journal #2</td>
<td>150</td>
<td></td>
</tr>
<tr>
<td>Reflection Journal #3</td>
<td>150</td>
<td></td>
</tr>
<tr>
<td>Meet your Professors Assignment</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Participation and Daily Grades</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Attendance</td>
<td>100</td>
<td></td>
</tr>
<tr>
<td>Final Project Presentation</td>
<td>250</td>
<td></td>
</tr>
<tr>
<td><strong>Total Points Possible in the Course:</strong></td>
<td><strong>1000</strong></td>
<td><strong>/1000</strong></td>
</tr>
</tbody>
</table>

#### Grading Scale
- A= 1000-900
- B= 899-800
- C= 799-700
- D= 699-600
- F= 599 and Below

### Course Policies

**Attendance**

Regular attendance is required. It is your responsibility to be on time to class. That means being seated and engaged by the time that class begins. You are allowed to miss 1 day without penalty, and I refer to this day as “mulligan day” or “freebie day.” However, your absence will result in a zero for all work/assignments completed on that day. You will be counted absent if you are not present for the entire class. **Attendance is worth 100 points in this class. Once you miss more than the allotted absences mentioned above, 50 points will be deducted for each additional absence. Please note: your grade could be dropped by a whole letter grade if you have poor attendance in this course.**

It is not necessary to provide me with a doctor’s note for absences as long as you are within the allowed absence limit. You are free to still email me and let me know about the appointment and see what you missed in class. If you go through a significant health or family crisis that will cause you to go over your allowed absence limit, I may ask you for documentation from a doctor, a hospital, an obituary from a newspaper, or something along these lines.

To be considered excused for a class absence without penalty, you must be excused through the school because you are attending a school-sponsored event. In these cases, it is the responsibility of the student to complete any assignments they will be missing prior to their departure. In most cases, I request an email from your professor, coach, or advisor. Please come talk to me if as soon as you know you will be missing a class.
Absences on Presentation Days: Please note that absences on presentation days are unexcused absences and will result in a zero (0). You must give your presentation on the day it is scheduled. No exceptions. This is especially important, as your final assignment in this class will be a presentation.

Tardies
If you are not seated or prepared for class with paper and a pencil by the time I begin teaching, you will be counted as tardy. Three (3) tardies equal one (1) absence.

Email
Please allow 24-48 hours for a response if you email me during the work week. If you email me during the weekend or a university holiday, please know that I will answer your email when I return to the office during the next work day. I always want to be available to students, but work-life balance is so important for physical and mental health. If you have an urgent matter, please call my office phone and leave a message or come by my office hours.

Religious Holiday Observance
University Policy/Procedure Re: Religious Holidays 1. “Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code §11.20. 2. A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. 3. A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

Academic Advising
The Department of Communication and Mass Media requires that students meet with a Faculty Advisor as soon as they are ready to declare a major. Communication and Mass Media majors who have questions can call (325) 942-2031. Undeclared majors are supported by ASU’s Center for Academic Excellence located in Library A312 and can be reached at (325) 942-2710.

Honor Code Policy
Violations of academic integrity are very serious matters. The work a student submits in a class is expected to be the student’s own work and must be work completed for that particular class and assignment. Plagiarism means intentionally or knowingly representing the words or ideas of another as one’s own. Specifics on this are classified under “Student Misconduct” in the Student Handbook. https://www.angelo.edu/student-handbook/

Academic Disability Statement
The Student Life Office is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting:
Plagiarism
You must cite the source of any material, quoted or paraphrased, used in your papers and presentations. The absence of this documentation constitutes plagiarism – a serious academic and professional offense. Proper documentation requires a bibliography of any outside texts you have consulted including both traditional sources and online sources.

Putting your name on a piece of work in which any part is not your is plagiarism – unless the borrowed thought or wording is clearly marked and the work is fully identified. All presentations are to be your original work. Using speeches or presentations from previous semesters or other classes is still considered plagiarism. Unauthorized collaboration on presentations is not allowed without prior approval from your instructor. If you are caught being dishonest, you will be given an F for the assignment and/or the course depending on the severity of the offense.

Class Etiquette
Please be a courteous student and peer. It is important that you learn to express ideas without resorting to name calling, labeling, and disrespecting others who have different views than your own.

Technology in the Classroom
Cell phones, tablets, and laptops are permitted in the classroom when I grant permission for a specific assignment. There will be many times when I assign work that requires collaborating on a spreadsheet during class, doing reading quizzes at home, and other interactive, innovative teaching methods.

Misuse of cellphones in class will result in you being counted absent for the day. Misuse of cellphones on a speech day will result in your speech grade being dropped by a letter grade. Students may not use Snapchat, Instagram, Facebook, or any other social media outlet to post pictures or videos of other students or their performance in the classroom. Failure to comply with this rule will result in you being reported to the Dean of Student Life.
<table>
<thead>
<tr>
<th>Week</th>
<th>In Class Agenda</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1 Jan 14; Jan 16</td>
<td><strong>M</strong> Review Syllabus; Class Introductions</td>
<td>Read articles in Week 1 folder on Blackboard</td>
</tr>
<tr>
<td></td>
<td><strong>W</strong> Introduction to Self-Care Activity</td>
<td></td>
</tr>
<tr>
<td>Week 2 Jan 23</td>
<td><strong>M</strong> No Class – MLK Day</td>
<td>Read articles in Week 2 folder on Blackboard</td>
</tr>
<tr>
<td></td>
<td><strong>W</strong> Discussion topic: Understanding the difference between normal amounts of stress and anxiety and depression</td>
<td>Meet your Campus Professor Assignment due at beginning of class, Wednesday, Jan 23</td>
</tr>
<tr>
<td>Week 3 Jan 28; Jan 30</td>
<td><strong>M</strong> TENTATIVE Counselling Services</td>
<td>Read articles in Week 3 folder on Blackboard</td>
</tr>
<tr>
<td></td>
<td><strong>W</strong> Discussion topic: Identifying stressors in our lives; identifying transitional issues and where to seek help</td>
<td><strong>Reflection Journal #1</strong> Due Friday, Feb 1, at midnight</td>
</tr>
<tr>
<td>Week 4 Feb 4; Feb 6</td>
<td><strong>M</strong> TENTATIVE Q &amp; A with Mr. Russ Howard, BIT coordinator and case manager</td>
<td>Read articles in Week 4 folder on Blackboard</td>
</tr>
<tr>
<td></td>
<td><strong>W</strong> Discussion topic: Exercise and healthy eating</td>
<td></td>
</tr>
<tr>
<td>Week 5 Feb 11; Feb 13</td>
<td><strong>M</strong> Cont. Discussion</td>
<td>Read articles in Week 5 folder on Blackboard</td>
</tr>
<tr>
<td></td>
<td><strong>W</strong> TENTATIVE: Meet by the entry of the CHP for our Relaxation Yoga class</td>
<td><strong>Reflection Journal #2</strong> Due Friday, Feb 15, at midnight</td>
</tr>
<tr>
<td>Week 6 Feb 18; Feb 20</td>
<td><strong>M</strong> Discussion Topic: How to stay creative while at college</td>
<td>Read articles in Week 6 folder on Blackboard</td>
</tr>
<tr>
<td>Week 7</td>
<td>M</td>
<td>Discussion topic: Social media and self-care</td>
</tr>
<tr>
<td>--------</td>
<td>---</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>W</td>
<td></td>
<td>*Group workshop on final projects</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Week 8</th>
<th>M</th>
<th>Speech day: Final Project Presentation Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td></td>
<td>Speech day: Final Project Presentation Day</td>
</tr>
</tbody>
</table>