



HMSV 1110 Group Dynamics section name section credit hours Credits
Syllabus

Course Information

Meeting times and location: section meeting_times section location

Catalog description: This course is an introduction to group process and counseling. The emphasis is on understanding group dynamics and group leadership pertaining to each stage of group development. Drawing on both theoretical and observer-participant models, the student will explore various relationships as they develop in one-on-one, small group, and larger group settings. Emphasis is on the group process in human service settings.

Prerequisites: ENGL-095 and RDNG-099

Terms offered: Fall and Spring

Section-specific Course Description:

Course Level Objectives

Upon successful completion of the course, the student will be able to...

1. Discuss types, purposes and stages in group therapy.
2. Identify and practice group process skills.
3. Review prevalent group counseling theories.
4. Discuss ethical issues specific to group work.

Required Texts and/or Materials

Groups: Process and Practice, 10th Edition, Cengage Learning
ISBN: 9781305865709
Marianne Schneider Corey, Gerald Corey, Cindy Corey

The textbook above is the most common textbook; however, see the bookstore or contact the instructor for the most updated textbook or course materials.

Required Technology and Software

- Canvas
- Chrome, Safari, or Firefox

Technical Support

Technical support is available through the San Juan College Help Desk 24/7/365. The help desk can be reached at 505-566-3266 or by creating a ticket at [San Juan College Help Desk](#).

For tickets and password reset: [San Juan College Help Desk](#)

For Canvas support information: [Canvas Support](#)

Accessibility/Privacy Policies for all Technology Tools Used

Scroll to the middle of the linked page to view

[Accessibility/Privacy Policies for all Technology Tools Used](#)

Course Requirements

This master syllabus is for informational purposes only and individual course syllabi may differ. Faculty reserve the right to make changes to their individual syllabi on an as needed basis.

Students will complete a series of weekly homework assignments. Instructors also use short in-class writing prompts or discussions, online discussions and/or small regular quizzes to solidify class concepts. Additionally video activities where students will record themselves practice group counseling skills throughout the semester.

Students will complete independent and group projects as a part of their midterm or final assignment. Service Learning hours may be required for successful completion of this course.

COVID Safe Practices for Being on Campus

COVID Safe Practices for Being on Campus

What to do if you have COVID-19 symptoms, are exposed or test positive:

- Do NOT come to campus, but continue to monitor your symptoms and stay home if you test positive for COVID-19 or when you are not feeling well.
- Contact your instructor.

There is no longer a requirement to complete the intake form if you test positive for COVID-19, experience symptoms, or come in contact with a confirmed positive COVID-19 case.

San Juan College continues to follow the NM Department of Health guidelines with regard to COVID-19. These guidelines can be reviewed by visiting their website at: <https://cv.nmhealth.org/>.

Additional SJC COVID-19 information and resources can be found on the [Coronavirus](#) webpage.

Student Support

Student Services and Support

At San Juan College, we support your academic success and overall health. We know that students often experience a range of stressors that can impact learning and well-being. If you, or someone you know is experiencing mental health concerns, or could benefit from effective academic strategies, there are free and confidential resources available to enrolled students through the Counseling Center. To learn more, visit the [Counseling Center website](#) or call 505-566-3404.

The Student Support webpage provides information on counseling, tutoring, technical support, and many other support services available to San Juan College students.

[Student Support](#)

Academic Support

Academic Support webpage provides information on academic advising, the library, Testing Center, and the honors program.

[Academic Support](#)

Participation and Attendance Policy

Regular attendance is important for success in class. All instructors expect students to attend class, and to notify instructors if they will be absent. In some cases, arrangements for late work may be made. Some instructors may not give full credit for late work missed due to absence.

Students are expected to actively participate in class.

Inclement Weather Information

Students will receive notification of class delays and cancellations due to inclement weather via the SJC SunsAlert and SJC student email. Face-to-face classes will not meet in person; however, students are advised to check with instructors about alternative meeting options, as some may choose to meet via zoom. Hybrid classes will meet as scheduled via zoom. For questions regarding your class delay or cancelation, please contact your instructor. If you have not already done so, [Sign up for SJC SunsAlert](#) to stay up to date on weather alerts.

Other Classroom Policies and Expectations

Names/Pronouns.

Class rosters are provided to the instructor with the student's legal name as well as "Preferred first name" (if previously entered by you in the Student Profile section of your Canvas account, which managed can be managed at any time). While Canvas refers to this as merely a preference, you will be respected by the instructor and classmates referring to you with the name and pronoun that feels best for you in class or on assignments. Please advise the instructor of any name or pronoun changes so I can help create a learning environment in which you, your name, and your pronoun are respected.

Wellness Statement.

Diminished mental health, including significant stress, mood changes, excessive worry, or problems with eating and/or sleeping can interfere with optimal academic performance. The source of

symptoms might be strictly related to your course work; if so, please speak with me. However, problems with relationships, family worries, loss, or a personal struggle or crisis can also contribute to decreased academic performance.

San Juan College provides FREE mental health services to support the academic success of students. San Juan College offers free, confidential counseling services to help you manage personal challenges that may threaten your well-being.

Getting help is a smart and courageous thing to do – you are worth it!

For helpful resources contact the Counseling Center at 505-566-3404 or <https://www.sanjuacollege.edu/student-services/advising-and-counseling-center/counseling-center/>

Veterans Center.

If you are a student veteran, SJC has a Veterans Center located in Room 1715 in the West Classroom Complex. Hours: M-F 8-5pm. Please visit their website for more information about what support they offer, a list of ongoing events and links to outside resources:

<https://www.sanjuacollege.edu/veterancenter/>

Student & Class conduct:

- Everyone is allowed to feel they can work and learn in a safe and caring environment.
- Everyone learns about, understands, appreciates, and respects varied races, classes, genders, physical and mental abilities, and sexualities.
- Everyone matters.
- All individuals are to be respected and treated with dignity and civility.
- Everyone shares the responsibility for making our class, and the San Juan College Community, a positive and better place to live, work, and learn.
- Each student has a right to learn, and the instructor has a right to teach. Anyone who interferes with these rights is subject to disciplinary actions, ranging from a simple reprimand to expulsion from the course.

Your instructor reserves the right to add new policy during the semester as long as it doesn't contradict existing policy. New assignments may be added, too, and some may be changed or deleted. By enrolling in this class, you accept and agree to abide by the policies of the course.

Canvas Participation and Expectations

Students should be logging into Canvas regularly, at a minimum twice a week.

Instructor Response Times & Regular Interaction Expectations

All instructors endeavor to respond to student requests within 24 hours Monday - Friday. Some instructors will respond on the weekends and some will not. Check with individual instructors regarding weekend response times. Instructors also try to return graded work within one week.

Course Time Commitment

The standard is 6-9 hours outside of class for a 3-credit face to face course and 9-12 hours per week for an online course of the same length.

Grading

Final grades are calculated based on the following weights. Each instructor may have slightly different weights, but they all fall within the following ranges:

Category	Weight (8-week hybrid)	Weight (online courses)
Attendance and Participation	10- 15%	0%
Assignments (In-Class & online)	20- 25%	25- 35%
MindTap Assignments	20-30%	20- 35%
Projects	30-40%	30-40%
Total Possible	100%	100%

Letter Grade	Standard Section	Honors Section
A	90% and above	100% and above
B	80-89%	90-99%
C	70-79%	80-89%
D	60-69%	70-79%
F	59% or lower	69% or lower

Key Dates to Remember

[Full Academic Calendar](#)

Course Schedule

Exact schedule with due dates will be determined by instructor. See Canvas for this schedule. See Course Requirements for general information on assignment expectations.

College Policies

The following information also applies to your work in this class. If you have special needs for campus emergency situations, please inform me immediately.

1. Academic Accommodations - American with Disabilities Act (ADA)

If you believe you need academic accommodations due to physical or other disabilities, you are encouraged to contact Accessibility Services as soon as possible. The coordinator can work with you to determine eligibility and appropriate accommodations strategies. Please go to your MY SJC portal page, click on Accessibility Services, and complete all the steps.

You can also contact the college's Accessibility Services Coordinator at (505) 566-3271 or accessibilityservices@sanjuancollege.edu. More information is available on the website listed above.

2. The Family Educational Rights and Privacy Act (FERPA)

Refer to the catalog for information regarding [FERPA](#).

3. Academic Honesty Rules

San Juan College expects all students to adhere to the [Academic Honesty Rules](#) as posted online. These are the official guidelines for all classes at San Juan College.

4. Student Conduct Statement

College is preparation for professional opportunities, and professional conduct is expected in courses, including online classes, as well as any written communications, and interactions with members of the college community. As part of our learning community, students are expected to interact and communicate in a mature, respectful, thoughtful, and supportive manner. Students who demonstrate disrespectful, hostile, belittling, bullying or other disruptive behavior will be subject to potential consequences and possible dismissal from the college. The college will take appropriate action when students demonstrate threatening behavior (to others or self). Students should refer to the Code of Conduct in the Student Handbook for additional information.

5. Student Safety

Keeping students safe is a priority, and part of that is ensuring that we have the ability to communicate emergency messages to you. SJC SunsAlert is San Juan College's Emergency Notification System that will provide you with real-time information about campus closures, extreme weather, and other emergencies through your San Juan College email, text alerts, and phone calls. Should an emergency occur prior to activating your SJC SunsAlert, you will only receive messages through your San Juan College email. To receive a phone call and text alert, you must activate your SJC SunsAlert account and register your phone number. To activate your SJC SunsAlert account, you will need to download the Everbridge App in the App Store or Google Play. Once the app is downloaded follow these steps:

- Open the app
- Click on "Find an organization or subscription" button
- In the search box, either type in San Juan College or 87402
- Click on "SJC SunsAlert"
- Sign on using your SJC email and password
- Once you sign in, you will want to click on "Manage My Profile"
- Click on "edit"
- Include your preferred communication methods.
- Enter your cell phone number in the personal text msg field to ensure you receive text messages.
- Confirm all information (phone number & email) is correct and up to date.
- If you need help with the app, please call John Myers at 505-566-4224 or Kenny Hibner at 505-566-3050.

In the event of an emergency, an SJC SunsAlert message will be sent, and depending on the situation, you will be instructed to do one of the following:

- Evacuate the building

- Shelter in place (Campus doors are locked, and operations continue as normal. During this situation, no one other than law enforcement is allowed in or out of the campus.)
- Lockdown (Campus doors are locked. All operations cease, and you should take cover in your immediate area. No one other than law enforcement is allowed in or out of the campus.)

The Department of Public Safety (DPS) is available 24 hours per day. In an emergency, you can reach DPS staff by calling (505) 566-4444.

6. Non-Discrimination, Sexual Harassment, and Retaliation.

San Juan College does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age, genetic, veteran's status, or on the basis of any other category protected under federal, state and local laws. If you have experienced sexual harassment, sexual assault, or any other form of protected class discrimination, we encourage you to make a report. If you report to a faculty member, she/he/they are obligated by policy to share knowledge, notice, and/or reports of harassment, discrimination, and/or retaliation with the Title IX Coordinator. These disclosures include but are not limited to reports of sexual assault, dating/domestic violence, and stalking. You may also make a confidential report to a SJC Counselor. Please refer to San Juan College's [Title IX](#) site for further details.

San Juan College's Title IX Coordinator is Stacey Allen, Assistant Director of Human Resources/Equity, Diversity, and Inclusion Officer. The office is located at the Educational Services Center Building, 2nd Floor, Human Resources, Room 4243 at (505) 566-3515 or allens@sanjuancollege.edu.

7. Drop for Non-Attendance and/or Non-Participation

Class Attendance and Participation Expectation:

Face-to-Face -- Students are expected to attend and participate in class regularly. Any student missing more than 10% of consecutive class time, (For example, in a regular 15-week class that meets twice a week, this equates to the student missing 3 consecutive classes) without consultation with the instructor may be considered as having abandoned the course.

On-line -- Students are expected to participate regularly and submit all course assignments, based on the course guide definition. A student who does not submit any assignments during a consecutive 10% of the course (1.5 weeks of a 15-week semester) without consulting the instructor, may be considered as having abandoned the course. Logging in does not meet the attendance standard.

Competency-Based Education Classes -- Students are expected to have regular and substantive interactions with their instructor and to actively work on course content. A student who has not submitted coursework, nor had substantive interactions with the instructor over a

consecutive 10% of the term, without the instructor's prior approval, will be considered to have abandoned the competency progression. Last date of attendance will be recorded as the last date that coursework was submitted or that the student met with the instructor. For on-line learners, logging in does not meet the attendance standard.

Failure to Meet Class Participation Expectation:

Students who fail to meet participation expectations will have their last date of attendance recorded. This date will be used to recalculate any financial aid received/veteran's benefits received, and the student may be required to repay the institution/government. If the student does not drop the course, an 'X' grade will be recorded. An 'X' grade impacts the grade point average the same as an 'F'.

8. Grading Policies

Incomplete: Incomplete Grade Assignment ([Incomplete Grades Information](#))

The grade of I (Incomplete) is given for passing work that could not be completed during the semester because of circumstances beyond the student's control. Ordinarily, the assignment of an I is given by the course instructor at the time final grades are due.

In no case is an I grade to be used to avoid assignment of D or F grades for marginal or failing work or to require a student to enroll in the class the next semester because work was not completed on time. Circumstances warranting the issuance of an I grade must be beyond the student's control and must be documented on the appropriate form prior to approval.

I grades can be removed only during the subsequent 16 weeks from the end of term, or within the time limit set by the instructor. Removal of an I is accomplished by completing the work in a manner acceptable to the instructor. Re-enrollment in the course under the repeat option does not remove the prior grade of I. Students should not re-enroll for the course. An I not made up within 16 weeks or within the time limit set by the instructor will change to an F grade thereafter and cannot be changed by work completion.

9. Grade Appeals

The policy for grade appeals is in the Academic Catalog ([Grade Appeal Policy](#)).

The Student Handbook provides information on Student support, student organizations, and San Juan College policies.

[Student Handbook](#)

Online Course Fee

Online Courses - San Juan College requires all online courses to include some form of assessment to demonstrate the mastery of course objectives. This could include exams, capstone projects, e-portfolios, presentations, final papers or other appropriate assessments. The use of a proctoring platform, plagiarism detection software or other method to ensure that assessments are completed by the enrolled student is required.

A course fee of \$5.00 is assessed for all online courses at San Juan College to cover the cost of the above services. Students who are required to take a proctored exam and choose to use a physical testing center outside the SJC Testing Center or SJC Disability Services will be responsible for the cost of using that center.