

HLED 1220: Personal Health Management

Health Education Program

University of New Mexico

Valencia Campus

<u>Instructor Information</u>	
<u>Name</u>	Jennifer Escajeda, B.S., MPH
<u>Email</u>	Please use COURSE MESSAGES on UNM Learn . See below for more details. (jescajed@unm.edu)
<u>Office Location/Hours</u>	<u>Virtual Office Hours</u>
<u>Course Information</u>	
<u>Course Number/Sect.</u>	HLED 1220 Section 501 CRN 66938
<u>Semester/Term & Year</u>	Fall 2021: August 23 rd – October 16 th a 1 st 8-week course
<u>Credit Hours</u>	<u>3</u>
<u>Class Meets</u>	This class is Online, please log onto <i>UNM Learn</i>: https://learn.unm.edu/. For instructions on how to use <i>UNM Learn</i> , visit http://online.unm.edu/help/learn/students/
<u>Textbook/Materials</u>	Connect Core Concepts in Health, BIG, Loose Leaf Edition, 15th Edition. by Paul M. Insel, Walton T. Roth MD - ISBN-978-1260049930
<u>Course Schedule</u>	<u>See Course Schedule Attachment on UNM Learn</u>
<u>Prerequisites and Co-requisites</u>	There are no prerequisites or co-requisites for this course
<u>Course Description</u>	Exploration of the major areas of health information pertinent to understanding how to achieve, maintain, and promote positive health. Topics covered include mental health, drugs, human sexuality, prevention and control of diseases, nutrition, consumer health and ecology.
<u>Student Learning Objectives</u>	<u>Students will:</u> <ol style="list-style-type: none">1. Identify the six dimensions of wellness and the behavioral skills needed to establish a wellness lifestyle.2. Apply principles of physical fitness, nutrition, weight control, stress management, and disease prevention.3. Describe the steps in creating a behavior management plan to change a health-related behavior.4. Develop a personal plan to track and change a particular health related behavior.5. Identify positive health behaviors necessary for one to maintain a high level of personal wellness.
<u>Technical Skills</u>	In order to participate and succeed in this class, you will need to be able to perform the following basic technical tasks: <ul style="list-style-type: none">• Use UNM Learn (help documentation located in "How to Use Learn" link on left course menu.• Use email – including attaching files, opening files, downloading attachments• Copy and paste within applications including Microsoft Office

	<ul style="list-style-type: none"> • Open a hyperlink (click on a hyperlink to get to a website or onlineresource) • Use Microsoft Office applications <ul style="list-style-type: none"> ○ Create, download, update, save and upload MS Word documents ○ Create, download, update, save and upload MS PowerPoint presentations ○ Create, download, update, save and upload MS Excel spreadsheets ○ Download, annotate, save and upload PDF files • Use Kaltura media to upload videos (instructions will be posted on UNM Learn) • Download and install an application or plug in – required for participating in web conferencing sessions if needed.
<p><u>Computer Requirements/Skills</u></p>	<p>Computer</p> <ul style="list-style-type: none"> • A high-speed Internet connection is highly recommended. • Supported browsers include: Internet Explorer, Firefox, and Safari. Detailed Supported Browsers and Operating Systems: http://online.unm.edu/help/learn/students/ • Any computer capable of running a recently updated web browser should be sufficient to access your online course. However, bear in mind that processor speed, amount of RAM and Internet connection speed can greatly affect performance. Many locations offer free high-speed Internet access including UNM’s Computer Pods. • For using the Kaltura Media Tools inside Learn, be sure you have downloaded and installed the latest version of Java, Flash, and Mozilla Firefox. They may not come preloaded. • Microsoft Office products are available free for all UNM students (more information on the UNM IT Software Distribution and Downloads page: http://it.unm.edu/software/index.html) <p>For UNM Learn Technical Support: (505) 277-0857 (24/7) or use the “Create a Support Ticket” link in your course.</p> <p>Tracking Course Activity UNM Learn automatically records all students’ activities including: your first and last access to the course, the pages you have accessed, the number of discussion messages you have read and sent, web conferencing, discussion text, and posted discussion topics. This data can be accessed by the instructor to evaluate class participation and to identify students having difficulty.</p>
<p><u>Coursework and Participation</u></p>	<p>COURSE MESSAGES: Before a student emails the instructor please check:</p> <ol style="list-style-type: none"> 1) Course Syllabus 2) UNM Learn Course Content Homepage <p>Please email the instructor on UNM Learn using course messages. Response time is usually within 24-48 hours. If you do not hear from me, please email me again. Sometimes emails get lost. Email me at jescajed@unm.edu only under special circumstances.</p> <p>Time Commitment</p> <p>This class is 3 credits. A traditional 3-credit general-education class meets for approximately 3 hours per week for 16 weeks. Since this is an online class, the in-class time is replaced by learning from readings and chapter exercises.</p> <p>Even though this is an online class, you can expect to put in the same amount of time as you would for a traditional class. You may find it impossible to succeed on the more difficult assignments if you wait until the last day before they are due to begin them.</p>

The skills we learn in this class require time, so it is your responsibility to manage your time accordingly.

BE SURE TO KEEP THE SCHEDULE HANDY BECAUSE IT CONTAINS DUE DATES FOR THE ASSIGNMENTS.

Late or Missing Assignment

Late or missing assignments are unacceptable or depending on the situation. If you know ahead of time that you will miss an assignment or exam, please email me to make arrangements. Give at least 24 hours' notice and email any appropriate documentation.

Make Up Policy

For authorized representation of the University or illness, or emergency, a make-up opportunity will be allowed if arrangements are made in advance or proper documentation is provided. Contact the instructor immediately to discuss options.

Syllabus Quiz

Students will read over the syllabus and complete the syllabus quiz, including signing an agreement at the end of the quiz, stating you read and understand the syllabus.

Introduction Post

Each student will introduce themselves in the Introduction Blog and comment on at least 2 other introduction posts from students. Please be respectful. This will allow us to get to know one another.

CHAPTER ASSIGNMENTS: Students will submit chapter assignments on UNM Learn weekly.

COURSE DISCUSSIONS: Each student will participate in the course discussion and must respond to at least two other student posts. Please be respectful.

-You should make at least one original substantive posting, answering the question(s) posed, in your discussion areas by Thursday at 11:59 PM each week.
AND (in the same week)

-You also need to reply to at least two of other student's original postings or responses by the Sunday following your original posting at 11:59 PM each week.

Personal Health Management Plans: Towards mid-semester and end of the semester, students will complete a Personal Health Management Plan, setting goals and how they will track their progress.

Quizzes: Quizzes will cover assigned chapters, discussions, and assignments. The quizzes may contain a combination of any of the following: multiple-choice, matching, true or false and essay questions.

Expectations for Participation

- time required (~8-10 per week)
- students are expected to learn how to navigate inLearn
- students are expected to communicate with one another in teamprojects
- students are expected to keep up to date of courseannouncements

	<ul style="list-style-type: none"> students are expected to use the Learn course email as opposed to a personal email address students are expected to keep instructor informed of class related problems, or problems that may prevent the student from full participation students are expected to address technical problems immediately students are expected to observe course netiquette at alltimes 																
<u>Netiquette</u>	<ul style="list-style-type: none"> <i>“In following with the UNM Student Handbook, all students will show respect to their fellow students and instructor when interacting in this course. Take Netiquette suggestions seriously. Flaming is considered a serious violation and will be dealt with promptly. Postings that do not reflect respect will be taken down immediately.” (Rebecca Adams, OLIT 535)</i> <i>“This course encourages different perspectives related to such factors as gender, race, nationality, ethnicity, sexual orientation, religion, and other relevant cultural identities. The course seeks to foster understanding and inclusiveness related to such diverse perspectives and ways of communicating.”</i> <p>Link to Netiquette document: http://online.unm.edu/help/learn/students/pdf/discussion-netiquette.pdf</p>																
<u>Grading Procedures</u>	<ul style="list-style-type: none"> <i>It is required you check UNM Learn daily for course materials posted by the instructor that are necessary for course work and/or any classchanges. After submission, the instructor will grade using rubrics within a week.</i> 																
<u>Assignments/Points</u>	<p><u>Evaluation/Grading</u></p> <table border="0"> <tr> <td><u>Syllabus Quiz</u></td> <td>5 points</td> </tr> <tr> <td><u>Introduction Post</u></td> <td>5 points</td> </tr> <tr> <td><u>Discussions (8)</u></td> <td>80 points</td> </tr> <tr> <td><u>Chapter Assignments (8)</u></td> <td>80 points</td> </tr> <tr> <td><u>Quizzes (8)</u></td> <td>80 points</td> </tr> <tr> <td><u>Personal Health Management Plan Part</u></td> <td>125 points</td> </tr> <tr> <td><u>Personal Health Management Plan Part 2</u></td> <td>25 points</td> </tr> <tr> <td><u>Total Possible Points</u></td> <td>300 points</td> </tr> </table>	<u>Syllabus Quiz</u>	5 points	<u>Introduction Post</u>	5 points	<u>Discussions (8)</u>	80 points	<u>Chapter Assignments (8)</u>	80 points	<u>Quizzes (8)</u>	80 points	<u>Personal Health Management Plan Part</u>	125 points	<u>Personal Health Management Plan Part 2</u>	25 points	<u>Total Possible Points</u>	300 points
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<u>UNM Policies</u>	<p><u>Title IX: Gender Discrimination</u> In an effort to meet obligations under Title IX, UNM faculty, Teaching Assistants, and Graduate Assistants are considered “responsible employees” by the Department of Education (see pg 15 - http://www2.ed.gov/about/offices/list/ocr/docs/qa-201404-title-ix.pdf). This designation requires that any report of gender discrimination which includes sexual harassment, sexual misconduct and sexual violence made to a faculty member, TA, or GA must be reported to the Title IX Coordinator at the Office of Equal Opportunity (oeo.unm.edu). For more information on the campus policy regarding sexual misconduct, see: https://policy.unm.edu/university-policies/2000/2740.html</p> <p><u>Copyright Issues</u> All materials in this course fall under copyright laws and should not be downloaded, distributed, or used by students for any purpose outside this course.</p>																

Accessibility

In accordance with University Policy 2310 and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. It is imperative that you take the initiative to bring such needs to the instructor's attention, as I am not legally permitted to inquire. Students who may require assistance in emergency evacuations should contact the instructor as to the most appropriate procedures to follow. Contact Accessibility Resource Center at 277-3506 or arc.unm.edu for additional information.

If you need an accommodation based on how course requirements interact with the impact of a disability, you should contact me to arrange an appointment as soon as possible. At the appointment, we can discuss the course format and requirements, anticipate the need for adjustments and explore potential accommodations. I rely on the Disability Services Office for assistance in developing strategies and verifying accommodation needs. If you have not previously contacted them, I encourage you to do so.

- Blackboard's Accessibility statement: <http://www.blackboard.com/accessibility.aspx>
- Microsoft: <https://www.microsoft.com/enable/microsoft/mission.aspx>

Academic Misconduct

You should be familiar with UNM's Policy on Academic Dishonesty and the Student Code of Conduct (<http://pathfinder.unm.edu/code-of-conduct.html>) which outline academic misconduct defined as plagiarism, cheating, fabrication, or facilitating any such act.

UNM Administrative Mandate on Required Vaccinations

All students, staff, and instructors are required by [UNM Administrative Mandate on Required Vaccinations](#) to be fully vaccinated for COVID-19 as soon as possible, but no later than September 30, 2021, and must provide proof of vaccination or of a UNM validated limited exemption or exemption no later than September 30, 2021 to the [UNM vaccination verification site](#). Students seeking medical exemption from the vaccination policy must submit a request to the [UNM verification site](#) for review by the UNM [Accessibility Resource Center](#). Students seeking religious exemption from the vaccination policy must submit a request for reasonable accommodation to the [UNM verification site](#) for review by the [Compliance, Ethics, and Equal Opportunity Office](#). For further information on the requirement and on limited exemptions and exemptions, see the [UNM Administrative Mandate on Required Vaccinations](#).

UNM Requirement on Masking in Indoor Spaces

All students, staff, and instructors are required to wear face masks in indoor classes, labs, studios and meetings on UNM campuses, see [masking requirement](#). Vaccinated and unvaccinated instructors teaching in classrooms must wear a mask when entering and leaving the classroom and when moving around the room. When vaccinated instructors are able to maintain at least six feet of distance, they may choose to remove their mask for the purpose of increased communication during instruction.

	<p>Instructors who are not vaccinated (because of an approved medical or religious exemption), or who are not vaccinated yet, must wear their masks at all times. Students who do not wear a mask indoors on UNM campuses can expect to be asked to leave the classroom and to be dropped from a class if failure to wear a mask occurs more than once in that class. With the exception of the limited cases described above, students and employees who do not wear a mask in classrooms and other indoor public spaces on UNM campuses are subject to disciplinary actions.</p> <p><u>Communication on change in modality:</u> The university may direct that classes move to remote delivery at any time to preserve the health and safety of the students, instructor and community. Please check your email and your UNM Learn site regularly for updates about our class, and please check https://bringbackthepack.unm.edu regularly for general UNM updates about COVID-19 and the health of our community.</p> <p><u>Acceptable masks and mask wearing in class:</u> A two-layer mask that covers the nose and mouth and that is cleaned regularly is acceptable, as are disposable medical masks, KN95, KF94, FFP1 and FFP2 masks. A face shield is not sufficient protection. It is vital that you wear your mask correctly, covering your nose and mouth. Removing your mask for an extended period to eat or drink in class violates the university mask requirement and endangers others.</p> <p><u>Consequences of not wearing a mask properly:</u> If you don't wear a mask, or if you do not wear a mask properly by covering your nose and mouth, you will be asked to leave class. If you fail to wear a mask properly on more than one occasion, you can expect to be dropped from the class. If you insist on remaining in the classroom while not wearing a mask, class will be dismissed for the day to protect others and you will be dropped from the class immediately.</p>
<p><u>UNM Resources</u></p>	<p>CAPS Tutoring Services http://caps.unm.edu/programs/online-tutoring/</p> <p>CAPS is a free-of-charge educational assistance program available to UNM students enrolled in classes. Online services include the Online Writing Lab, chatting with or asking a question of a Tutor.</p> <p>UNM Libraries http://library.unm.edu</p> <p>Student Health & Counseling (SHAC) Online Services http://online.unm.edu/help/learn/support/shac</p>

Course Schedule

Week	Start Date	Due Date	Readings	Assignments
1.	Mon. Aug 23	Sun. Aug 29	READ the following documents: <ul style="list-style-type: none"> - Syllabus - Chapter 1: Taking Charge of Your Life - Chapter 2: Stress – The Constant Challenge - Chapter 3: Psychological Health 	COURSE ASSIGNMENTS DUE: <ul style="list-style-type: none"> - Syllabus Quiz - Post your Introduction on the Blog - Assignment 1 - Discussion 1 - Quiz 1
2.	Mon. Aug 30	Sun. Sept 5	<ul style="list-style-type: none"> - Chapter 4: Intimate Relationships and Communication - Chapter 5: Sexuality, Pregnancy, and Childbirth - Chapter 6: Contraception and Abortion 	<ul style="list-style-type: none"> - Assignment 2 - Discussion 2 - Quiz 2
3.	Mon. Sept 6	Sun. Sept 12	<ul style="list-style-type: none"> - Chapter 7: Drug Misuse and Addiction - Chapter 8: Alcohol and Tobacco 	<ul style="list-style-type: none"> - Assignment 3 - Discussion 3 - Quiz 3
4.	Mon. Sept 13	Sun. Sept 19	<ul style="list-style-type: none"> - Chapter 9: Nutrition Basics - Begin Behavioral Plan 1 	<ul style="list-style-type: none"> - Assignment 4 - Discussion 4 - Quiz 4
5.	Mon. Sept 20	Sun. Sept 26	<ul style="list-style-type: none"> - Chapter 10: Exercise for Health & Fitness 	<ul style="list-style-type: none"> - Assignment 5 - Discussion 5 - Quiz 5 - Behavioral Plan 1 DUE
6.	Mon. Sept 27	Sun. Oct 3	<ul style="list-style-type: none"> - Chapter 11: Weight Management - Chapter 12: Cardiovascular Disease and Cancer - Chapter 13: Immunity and Infection 	<ul style="list-style-type: none"> - Assignment 6 - Discussion 6 - Quiz 6
7.	Mon. Oct 4	Sun. Oct 10	<ul style="list-style-type: none"> - Chapter 15: Conventional and Complementary Medicine - Begin Behavioral Plan 2 	<ul style="list-style-type: none"> - Assignment 7 - Discussion 7 - Quiz 7
8.	Mon. Oct 11	Sun. Oct 17	<ul style="list-style-type: none"> - Chapter 16: Personal Safety 	<ul style="list-style-type: none"> - Assignment 8 - Discussion 8 - Quiz 8 - Behavioral Plan 2 DUE

**The schedule of activities is subject to change. Minor changes will be announced in class, major ones provided in writing.