

IDH 2930
Making Small Changes: 5% More to Achieve Extraordinary Results
Uncommon Reading Program
Spring 2017 Semester (Section 107G) 1 credit

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This class meets in Little Hall, room 0117: Mondays (4:05-4:55pm). There are no pre-requisites for this course.

Instructor Office Hours

Wednesdays from 8:00 am – 9:00 am. If I am unable to keep office hours on a given day, I will email the class the day before to notify you. I will be using the Canvas mail system and the UF listserv to communicate class information to you so you must be checking your ufl.edu email account on a regular basis. If the office hours don't work for you, I am happy to schedule an appointment outside of office hours. The easiest thing to do is to call our office (352-392-1963) and ask for an appointment with me.

Required Materials

Book: *Making Small Changes: 5% More to Achieve Extraordinary Results*. By Michael Alden. The book is published by John Wiley and Sons, Inc. ISBN 9781119281863. Copyright 2016. It is available in Kindle as well as traditional print media.

Course Description

The focus will be on how we can all make major improvements in our lives through small, calculated steps. I hope to engage you (students) in this process. We will discuss ways to make improvements in four areas: 1) academic, 2) physical, 3) emotional/psychological, and 4) mindfulness. I plan to bring in local experts to lead class discussions on how to make improvements in each of these four areas. Depending on the wishes of the class, we may do a few activities together. For example, go for a walk, meet for a spin class or yoga class. The basic idea here is to explore ways each of us might use to make positive changes in our lives.

Learning Objectives

By the end of the course, as a student, you will be able to:

1. Identify small calculated steps in your academic, physical, emotional/psychological, and/or mindfulness parts of your life that can lead to a personal improvement in the quality of your life.
2. Practice and implement a plan to achieve personal improvement in one or more areas of your life (academic, physical, emotional/psychological, and/or mindfulness).
3. Share with classmates your journey in achieving personal improvement in one or more areas of your life (academic, physical, emotional/psychological, and/or mindfulness).

Course Website

Throughout the semester, we will rely on our course website. It is best for you to access the course website through the “e-Learning Support Services Homepage.” You will need a Gatorlink account (discussed above) to log on to Canvas in E-Learning. To log on to Canvas in E-Learning, you must go to <http://lss.at.ufl.edu/> and click on the hyperlink “e-Learning.” Click continue and enter your Gatorlink ID and password. You will then be taken to the “My Courses” Homepage. From here, you can easily access the course website by clicking on the appropriate hyperlink (IDH 2930).

Student Responsibilities

Lectures, readings, exercises, and cases will be used throughout the course. You are responsible for all in-class material presented and for all assignments of out-of-class work. If you miss a class, it is your responsibility to get notes from classmates and to talk with the instructor about assignment(s) that are due.

Command of knowledge and course concepts will be shown through a number of written and oral activities. You are responsible for applying what you have learned to the design and implementation of a personal improvement plan. In addition to quality of analysis and synthesis, quality of presentation (written or oral) will be part of the grading. This course requires that students go beyond mere memorization of facts. As a student, you must be willing to apply concepts to your daily life. You are encouraged to maintain an open, receptive, and inquisitive attitude toward learning.

E-Mail Accounts

During the course of the semester, the instructor will rely heavily on e-mail as a vehicle for distribution of important information (e.g., announced quizzes, guest lectures, reading assignments). We will use the email system within Canvas. In addition to Canvas, **Students are required to check their Gatorlink e-mail on a daily basis**. Every student at the University of Florida has the privilege of a Gatorlink account that provides a mailbox and computer lab access. To establish a Gatorlink account, the URL is <http://www.gatorlink.ufl.edu>. You may also go to CIRCA, in the HUB, to establish an account there.

Services for Students with Disabilities

The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.

The DRC is located at 0001 Reid Hall, 352-392-8565 (www.dso.ufl.edu/drc/).

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate.

Campus Helping Resources

Students experiencing crises or personal problems that interfere with their general well-being are encouraged to utilize the university's counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- *University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, www.counseling.ufl.edu/cwc/*
Counseling Services, Groups and Workshops, Outreach and Consultation, Self-Help Library, Wellness Coaching
- U Matter We Care, www.umatter.ufl.edu/
- *Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/*

Academic Honesty

As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: *"We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity."* You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: *"On my honor, I have neither given nor received unauthorized aid in doing this assignment."*

It is assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>.

Online Course Evaluation Process

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

Course grades will be assigned by the following criteria:

For detailed information regarding UF grading policies for assigning grade points, check the following undergraduate catalog web page <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>.

A	92-100%	C	72-75.99%
A-	89-91.99%	C-	69-71.99%
B+	86-88.99%	D+	66-68.99%
B	82-85.99%	D	62-65.99%
B-	79-81.99%	D-	59-61.99%
C+	76-78.99%	E	<58.99%

It is expected that students will keep track of their course progress on the course website (discussed above) as grades will be updated frequently throughout the semester. Any discrepancies should be reported to Dr. Wysocki as soon as possible.

Grading Calculation Breakdown

Your final course grade will consist of a weighted average of the following:

Weekly Assignments	40%
Class Participation	30%
Personal Improvement Plan Presentation	30%
Total	100%

Weekly Assignments (40% of your final course grade)

Most weeks you will be asked to complete short assignments related to the readings and to events that are taking place on campus and the world. The assignments will be turned in electronically, via Canvas and will be due on Sundays by 11:59 pm. These short assignments are designed to encourage you to keep up with the readings and to test your knowledge of course concepts and readings prior to the regularly scheduled classes. We will drop the lowest assignment score. Make-ups for missed assignments will generally not be allowed (if you miss an assignment deadline you can use your dropped score for this purpose). In addition to the weekly assignments, you will also receive grades in this category for completing your information sheet, having your picture taken for the information sheet, and meeting with your instructor.

Class Participation (30% of your final course grade)

Given the nature of the uncommon reading program, your class participation is critical to the success of this learning experience. Since there are relatively few students in the class, I expect to get to know each of you well. I will use a simple scale to evaluate your participation each time we meet. The scale is as follows:

- 5 pts – Just showing up to class.
- 8 pts – Made comments in class, responded to questions and comments from fellow students.
- 10 pts – Made significant contributions to our discussion and learning.

Make-Up Work: If you need to miss class, please let me know before the class. Excused absences include: illness, death in the family, and job interviews. This make up policy is designed to be consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>.

Personal Improvement Plan Presentation (30% of your final course grade)

The personal improvement plan presentation is an opportunity for you to share your insights regarding your personal improvement journey during the semester. More details can be found on the course website, but you will be asked to lead a 15-minute discussion in the class regarding your personal improvement journey.

Guest Speakers

I plan on bringing in local experts in each of the four focus areas of the class: academic, physical, emotional/psychological, and/or mindfulness. The presenters will inform our discussions and provide practical tools and tips that you can use in your personal improvement journey. Your attendance and contribution for these announced events will be rewarded as part of your class participation grade.

Optional Field Trip(s)

I hope to arrange for local trips outside of regularly scheduled class time to work on your personal improvement plans. For example, we could all do a spin class or visit Payne's Prairie. If the class is interested, I am happy to arrange for a one-day field trip to visit a Florida firm in the food industry. We could visit operations such as Publix in Lakeland, Anheuser Busch in Jacksonville, or any number of firms in the state. We will discuss your interest in this early on in the semester.

Important Dates

First Day of Class	Monday January 9, 2017
University Drop/Add Deadline	Tuesday January 10, 11:59 pm
Martin Luther King Jr. Holiday (no class)	Monday January 16
All students have picture taken/ Info Sheets Due	Monday January 23
Weekly Assignments	Due Sunday's by 11:59 pm
Spring Break	March 4 – March 11
Last Day to Drop a Class	Friday April 7 (5pm)
Last Class	Monday April 17

Course Schedule

The order of the coverage of class topics (academic, physical, emotional/psychological, and/or mindfulness) depending on when we can obtain access to the local experts.

Class 1: (Monday January 9, 2017)	First day of class. Introductions and course expectations. Overview of the 5% concept.
Class 2: (Monday January 23, 2017)	True Colors Presentation.
Class 3: (Monday January 30, 2017)	Follow up on the True Colors analysis. 5% more and academic improvement discussion.
Class 4: (Monday February 6, 2017)	Class activity/field trip around academic improvement.
Class 5: (Monday February 13, 2017)	5% more and physical improvement discussion.
Class 6: (Monday February 20, 2017)	5% more and emotional/psychological improvement discussion.
Class 7: (Monday February 27, 2017)	Class activity/field trip around emotional/psychological improvement.
No Class (Monday March 6, 2017)	Spring Break
Class 8: (Monday March 13, 2017)	5% more and mindfulness improvement discussion.
Class 9: (Monday March 20, 2017)	Class activity/field trip around mindfulness improvement.
Class 10: (Monday March 27, 2017)	Class Presentations (may need extra time at 15 minutes each)
Class 11: (Monday April 3, 2017)	Class Presentations (may need extra time at 15 minutes each)
Class 12: (Monday April 10, 2017)	Class Presentations (may need extra time at 15 minutes each)
Class 15: (Monday April 17, 2017)	Last day of class and Student Presentations (may need extra time at 15 minutes each)