

# IDH 3931 Personal and Professional Growth Strategies

## University of Florida Honors Program

Spring 2024 | 1 credit  
Wednesday 3-3:50PM | HVR1 114

Instructor: Dr. TehQuin Forbes  
Email: [tforbes@honors.ufl.edu](mailto:tforbes@honors.ufl.edu)  
Office: 206 Walker Hall

### Course Description

This course is designed to empower students with essential skills for holistic development in several key areas. Whether you're charting your academic path or gearing up for post-graduation success, this course is intended to be your compass for intentional growth.

Throughout the semester, we'll explore a diverse range of topics and blend theory with thoughtful discussions and rich reflection. This course is designed to be participatory, encouraging open dialogue and collaborative learning. It is everyone's duty and honor to create an engaging environment for self-discovery and skill enhancement. The casual yet focused atmosphere should help facilitate an enriching experience tailored to each student's unique developmental needs.

By taking this course, students will:

- Conduct self-assessments to identify personal and professional goals, aligning values with intentional growth
- Develop strategies for maintaining balance and resilience in the face of challenges
- Actively engage in open dialogue, participate in group activities, and contribute to collaborative learning environments, fostering a culture of shared knowledge
- Reflect seriously on their personal and professional goals, and think strategically about how they are related to each other.

### Office Hours

Office hours are an opportunity for the student to meet with the professor to build a rapport that sometimes eludes the classroom environment. Please visit office hours to discuss classroom topics, assignments, graduate school, and/or other appropriate items. Office hours are available by appointment.

### Required Materials

Throughout the semester, all required materials will be posted on Canvas, which can be accessed online: <https://elearning.ufl.edu/>

**Grades:**

The below grading scale is not subject to change. No “Incomplete” (I) grades will be issued. Students are expected to keep track of their course progress and grades on Canvas throughout the semester. Any discrepancies should be reported to the instructor.

A 93-100

A- 90-92

B+ 87-89

B 83-86

B- 80-82

C+ 77-79

C 73-76

C- 70-72

D+ 67-69

D 63-66

D- 60-62

E 0-59

*Grading Calculation*

Class Attendance & Participation: 30%

Reflections: 10%

Life Design Blueprint: 15%

Career and Self-Discovery Podcast: 20%

Leadership Development Plan: 25%

Total: 100%

A minimum grade of B is required to earn Academic points towards your Honors Completion Requirements. (Exception: Honors Quest I and II sections require a C). Once you have earned your final grade in this course, please upload the course information and final grade from your Unofficial Transcript into your Honors Canvas Cohort: Honors Completion module to earn Honors Completion credit.

## **Attendance Policy**

Attendance is mandatory at each class, but will be checked randomly throughout the semester using unannounced in-class assignments. More than one unexcused absence will result in final grade reduction by one letter grade for each additional absence. Please arrive on time and ready to work each week to both your small class and large class meetings. Excused absences must be consistent with university policies in the Undergraduate Catalog and require appropriate documentation: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx> . Inform the instructor of planned excused absences from class as early as possible.

## **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 (<https://disability.ufl.edu/students/get-started/>).

## **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**

Honors Program, 201 Walker Hall, 352-392-1519

Quick questions for an Honors advisor? Email [advisor@honors.ufl.edu](mailto:advisor@honors.ufl.edu)

Need an Honors advising appointment? Schedule via Microsoft Bookings: <https://bit.ly/ufhonorsadvising>

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, <http://www.counseling.ufl.edu/cwc/> - Counseling Services, Groups and Workshops, Outreach and Consultation, Self-Help Library, Wellness Coaching
- U Matter We Care, <http://www.umatter.ufl.edu/>
- Career Resource Center, First Floor JWRU, 392-1601, <https://career.ufl.edu/>

### **University Honesty Policy**

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students 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.”

The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor of this class.

### **Online Course Evaluation Process**

Students are expected to provide professional and constructive feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Students can access summary results of these assessments online at <https://evaluations.ufl.edu/results/>

Week 1: Jan 10	Introductions	
Week 2: Jan 17	Self-assessments	<a href="https://careerhub.ufl.edu/resources/chomp/">https://careerhub.ufl.edu/resources/chomp/</a>  Complete the <b>work interests, values, personality, skills, and leisure interests</b> sections of the “CHOMP”
Week 3: Jan 24	SMART Goals and Goal Alignment	Podcast: <a href="#">What People Get Wrong about Setting Goals</a>  Complete the “Setting Life Goals” assignment on Canvas
Week 4: Jan 31	Time Management	Read <i>The 7 Habits of Highly Effective People: “Habit 3: Put First Things First”</i> (Available online at UF Libraries)  Complete the Urgency Index and submit a 1 page chapter reflection
Week 5: Feb 7	<b>Life Design Blueprints</b>	In-class presentations
Week 6: Feb 14	Emotional Intelligence	Read and complete the Emotional Intelligence Workbook
Week 7: Feb 21	Mindfulness and Stress Management	Read “Self-Care Tips”
Week 8: Feb 28	Leadership and Teamwork	Read “How to Develop Your Leadership Style” and <a href="#">“The 6 Most Common Leadership Styles”</a>  Submit a 1 page leadership style reflection
Week 9: March 6	Cultural Humility	Read <a href="#">“How cultural humility and cultural competence impact belonging”</a>
Week 10: March 13	<b>SPRING BREAK</b>	<b>NO CLASS</b>
Week 11: March 20	Holistic Wellness	Complete the “Self-Care Assessment” assignment on Canvas
Week 12: March 27	Networking and Relationship Building	Read: “Building Your Relationship Constellation”  (Cont →)

		Respond to the "Ask Yourself..." questions in a 1 page reflection
Week 13: April 3	<b>Career and Self-Discovery Podcasts</b>	<b>NO CLASS</b>
Week 14: April 10	Lifelong Learning & Improvement	
Week 15: April 17	<b>Leadership Development Plans</b>	In-class presentations
Week 16: April 24	<b>Leadership Development Plans</b>	In-class presentations