Midwestern State University
Gordon T. & Ellen West College of Education
Design Worksite Wellness Worksite Wellness SPAD 5823

March 5th - April 29th

Course Syllabus Spring 2022

Course Instructor
Dr. Carrie Taylor
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All appointments through email.

Office Hours
Monday & Wednesday 9:30-10:30
Tuesday & Thursday 12-1:30

Internet
Google Sites

RESOURCE
Purdue OWL: APA Formatting and Style Guide
https://owl.english.purdue.edu/owl/resource/560/8/

Course/Catalog Description
This course will place a strong emphasis on understanding a holistic approach to wellness in the workplace. It will prepare students to design, implement and evaluate workplace wellness programs with solutions. You will have a blueprint for a results-oriented wellness program that will create health within organizations by establishing wellness teams, collecting data, the design of activities, using appropriate interventions, staff engagement, and creating lasting workplace wellness culture. Extensive knowledge of nutrition, exercise, sleep hygiene, and stress management will provide critical knowledge needed.

Technology Skills

Must be able to send and receive email

Must be able to create, send and receive Microsoft Word, Excel, Publisher or PowerPoint documents and log in to your Google Account to access Google Sites (All students has a MSU Google Email)

Must be able to use Desire 2 Learn portal

Must be able to download and utilize Flipgrid

Must be able to appropriately use internet links and websites

Communication Policies

Before you email me, make sure to follow the "Three then Me" rule. The "Three then Me" rule says that you search for your answer regarding the course in at least three other places before you email me. For example, if you have a question about an assignment, you should consult your syllabus, your grading scale or rubric, or the assignment description on D2L. Remember, check three sources before you email me your question. It is very likely you'll find the answer and not need to email me. If you don't find the answer and need clarification, feel free to email me.

During the week, I will typically respond to your emails within 24-48 hours. Any emails received over the weekend will receive a response no later than Monday by noon.

Student Email Usage

You are required to use your MWSU email address for **all** correspondence during this course. Check that your MWSU email address is the one listed in your D2L Personal Information. Using your MWSU address ensures your privacy. If you have a different email account, you can forward your MWSU email to that account, but I will only send and respond to emails within the MWSU address. Please make sure to include your name and course number in any email that you send. You are required to check your MWSU email a minimum of 4 days per week.

Conceptual Framework Overview

The outcomes for graduates of professional programs are based upon knowledge, skills, and dispositions in the following elements:

- Learning Environment – Graduates of West College of Education (GWCOE) create challenging, supportive, and learner-centered environments in diverse settings
- Individual Development - GWCOE demonstrate knowledge of individual differences in growth and development
- Diverse Learners - GWCOE recognizes the value and challenges of individual differences:
- Reflection - GWCOE engages in individual and group reflection to improve practice.
- Collaboration, Ethics, Relationships - GWCOE develops positive relationships, uses collaborative processes, and behaves ethically.
- Communication - GWCOE communicates effectively both verbally and nonverbally through listening, speaking, reading, and writing.
- Professional Development - GWCOE actively engage in continuous learning and professional development.

- Strategies and Methods - GWCOE use a variety of instructional strategies aligned with content to actively engage diverse learners.
- Content Knowledge - GWCOE demonstrates mastery of the content area(s) and remains current in their teaching fields.
- Planning Process - GWCOE demonstrates effective planning as part of the instructional cycle.
- Assessment - GWCOE demonstrates formative and summative techniques to plan, modify, and evaluate instruction.

Objectives

1. To identify the knowledge needed to support and enhance health

2. To define the characteristics of workplace wellness programs

3. To identify the impact of corporate wellness programs on employee health and medical costs

4. To identify the types and effectiveness of incentives for employee participation in wellness programs

5. To execute the steps involved in developing a wellness program

6. To demonstrate knowledge of the current research and literature on workplace wellness

7. To demonstrate knowledge of program design and delivery

8. To identify methods for evaluating program effectiveness

9. To have extensive knowledge of nutrition, exercise, sleep hygiene, and stress management

Assessment

Description of Evaluation	Possible Points
1. Flipgrid Introduction	20
2.	50
3. Leadership Flipgrid & Paper	50
4. Flipgrid Vision, Mission, and Wellness Vision	50
5. Heart Centered Leader: Flipgrid & Paper	50
7. Data Dashboard	400
8. Creating an Operating Plan	50

9. PSA	200
10. Celebrate Success Flipgrid	50
Total	**920**

Course Calendar

You are responsible to know when assignments are due, as I have not posted open dates on any assignments. Assignments will not all have the same due weekly due dates.

Week 1

Assignment 1:   Flipgrid Introduction: Due: March 9th
March 6th Class opens:

Complete Part 1: Why is Health/Wellness Important within an Organization
Assignment 2:1 1/2 page paper and 5-7 minute Flipgrid
Due: March 11th
50 Points

Week 2 & 3

Assignment 3: Heart-Centered Leader & Resiliency Story
Due: March 25th
50 points

Assignment 4: Creating Vision, Mission, Values, and Wellness Vision
Due April 1st
50 points

Week 5 & 6
Assignment 5 &6 Review the HRA
and other References.

Assignment 7: Build a Data Dashboard
Due: April 13th
400 points
Executive Summary, SMART Goals

Week 6

Assignment 8: Crafting an Operating Plan (Form)
Due: April 22nd
50 points

Week 7

Assignment 9: Create 1 Public Services Announcement or PSA's
Due April 26th
200 points

Week 8 Benchmark

Assignment 10: Flipgrid on Celebrating Success in Worksite Wellness
Due on April 29th

50 points

Assignment 11:

Due April 29th

Review Posted Articles

Grading Procedures

A (91%)	792-870
B (82%)	713 - 791
C (72%)	626- 712
F	<625

Assignment Deadlines

All assignments will be due by the deadline set on the day that they are due. There will be no extension. This is a fast-paced course as it is an 8 weeks course. This is not a surprise and business should start day one to stay on pace. **Do not ask for extensions.**

Other Class Policies

During this course, you will be expected to deal with your subject area, your instructors, your peers, and your colleagues as a professional. All written work must be typed and submitted through D2L and Flipgrid unless otherwise stated by the instructor. I will not accept email assignments. All work should be

done in Times New Roman or Arial 11- or 12-point font. APA formatting applies to all written work submitted and deductions will be taken for incorrect spelling, grammar, citations, and references. See each individual assignment for more detail.

Plagiarism Statement

"By enrolling in this course, the student expressly grants MSU a 'limited right' in all intellectual property created by the student for the purpose of this course. The 'limited right' shall include but shall not be limited to the right to reproduce the student's work product in order to verify originality, authenticity, and educational purposes." from Student Handbook

Senate Bill 11
Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's webpage at Campus Carry

Person, Ashley Lynne, et al. "Barriers to Participation in a Worksite Wellness Program." Nutrition Research and Practice, vol.4, no. 2, 2021, p., https://doi.org/10.4162/nrp.2021.4.2.149

Aldana, Steven G., et al. "A Review of the Knowledge Base on Healthy Worksite Culture." Journal of Occupational and Environmental Medicine, vol. 54, no 4, 2012, pp. 414-419., https://doi.org/10.1097/jom.0b13e31824be25f.

Publication from the Wellness Council of America

Leadership Lesson from a Three-Star General: An expert interview with Lt. General Kowalski
Creating High-Performing Wellness Teams: An expert interview with Dr. Joel Bennett