

Fall 2025
FYC 4660: Family Policy
DRAFT

Course basics:

Times: M W|Period 5 (11:45 AM - 12:35 PM); F | Asynchronous

Location: 3124 McCarty Hall B

Instructor

Jeneé Duncan, Ph.D., CFLE

3025B McCarty D

352-273-3512

Canvas email (preferred)

j.duncan1@ufl.edu

Office Hours:

Mondays: 10:30 -11:30AM (in person or via Zoom)

Course Information:

Course Description (UF Catalog):

Understanding how professionals can influence family policy and the impact of government policies on families.

Course Goal: The overall goal of this course is to help students develop the conceptual, analytic, and practical skills for understanding and influencing family policy. The primary aim of this course is to answer the question, “How can family policy be used to strengthen all families?” To answer this question, it will be important to understand contemporary families, what family policy is, and various ways to influence policy decisions.

Course Objectives:

When you successfully complete this course, you will:

1. **Define family policy**, based on accepted scholarly definitions and new thinking in the field.
2. **Engage in critical thinking** in discussions and presentations, analyzing key family policies in light of changing families and assumptions about families.
3. **Engage in objective discussions with peers about policy issues.**
4. **Describe how policy is made and apply this knowledge to policy examples.**
5. **Identify ways to engage in family policy**, based on examples of research, advocacy, and community participation.

A note on critical thinking: In activities, discussion, and participation, you will have opportunities to practice critical-thinking skills. These are essential when it comes to understanding and working with policy. This means to be aware of your own views, assumptions, and values; to contribute to a safe environment for all to cultivate awareness; to challenge your thinking through group discussions and in-

and out-of-class activities; and to analyze policies for their assumptions and biases. (Critical thinking does not mean to criticize other people. In fact, we will be encouraging dialogue and discussion rather than debate.)

Required Textbook/Readings:

- Bogenschneider, K. (2024). *Family Policy Matters, 4th edition*. New York, NY: Routledge Publications.
- Readings will be made available through Canvas.
- Read the Miami Herald, the New York Times, or Washington Post. NPR News, and/or PBS Nightly News are highly recommended.

Other Readings:

- Subscribe to a Florida government news feed for the relevant Senate and House committees and follow committee activities.
- Subscribe to The Children's Campaign Current <http://iamforkids.org/>.
- You may also want to subscribe to Sayfie Review for more Florida legislative and political news. <http://www.sayfiereview.com/>

Technology Requirements:

For this class you will need access to a computer and sufficient wifi/data to stream. Please contact Dr. Duncan if you are having trouble meeting these requirements.

Certified Family Life Education (CFLE):

Please note that the content of this course is approved by the National Council on Family Relations as part of the University of Florida's Certified Family Life Education (CFLE) Program in the Department of Family, Youth and Community Sciences. This course is approved to meet professional requirements for training in specific content areas that prepare a student to meet standards for provisional certification as a family life educator. *See Dr. Duncan if you are interested in becoming a CFLE.*

Course Expectations:

1. **Attend lectures:** You are expected to attend lectures. During our in-person sessions we will engage in discussion and have opportunities for participation, in addition to lecture. Attending lecture ensures you receive course content and are able to contribute to and learn from the experiences and viewpoints of others.
2. **Working independently:** Please note that all written work should be completed by you personally. Assistance from others in completing assignments or exams is considered cheating, and any known instances of cheating will be referred to the Dean of Students office. ***A NOTE ON AI*** Using AI tools such as, but not limited to, ChatGPT to create or assist in your written work is also considered a violation of working independently. There may be opportunities to use and explore AI tools in class, however that will be the only allowed use. Any detection of using AI tools to complete assignments will also be referred on to the Dean of Students for academic dishonesty.
3. **Readings & Effort:** You will be assigned up to 30 or 40 pages of reading a week, which should be complete at the beginning of the week to get maximum benefit from the lectures. You should expect to spend two hours on this course outside of class time. Since we are in class 2 ½ hours per week, you should expect to spend about 7 hours a week reading, studying, and working on assignments.
4. **Exams:** Missed tests and presentations will result in a grade of zero, unless you provide written, professional documentation for your absence with a reason consistent with UF policy. You **MUST** provide written, verifiable proof of your need to miss the exam or presentation before your absence or

the day you return. Documentation must be provided the first day you return to class that states in writing the date that you are cleared to return to class.

- a. Make-up exams will be given at the instructor's discretion, but if given, they must be completed within the work week of the student's return to class. Make-up exams will not be given after this time frame. You will be expected to take the exam as soon as you return to school; this may be before the next time the class meets, but you must take the exam immediately upon your return; you are responsible for arranging a make-up exam with the instructor. You are allowed to make up exams ONLY as a result of an incapacitating illness (i.e., you are not physically able to come in to class for the exam or perform work) or other unanticipated circumstances warranting a written excuse (e.g., death in the family), consistent with UF policy. Written and verifiable documentation is required. Examinations missed for any other reason will receive a grade of ZERO.
5. **Late work:** I understand that things happen and may prevent you from meeting a deadline, despite your best efforts. Therefore, there is a 24-hr grace period for assignments. As long as your assignment is submitted within the 24-hr grace period, there is no need to contact the TAs or me. After the 24-hr grace period, late assignments will not be accepted, except on a case by case basis and will receive 10% off per day for up to 5 days unless the absence is documented as excused per UF policy. Participation points are not able to be made up.
6. **Grades are important to students, so I will do my best to grade your work as soon as possible.** Assignments submitted will be returned to you with feedback online, usually within a week. I am happy to go over all assignments/exams with you in an individual Zoom meeting.
7. **Communicating with the Instructor:** I am happy to answer questions, meet with students, etc. during office hours and beyond. If you need to get in contact with me, my preferred communication method is via Canvas email. *Please note, it is my goal to respond to emails within 24 - 48 hrs. Emails sent after 5pm, on weekdays, will be responded to the following business day. Emails sent Fridays after 4pm and during the weekend will be responded to on the following Monday.*

Tentative Course Calendar:

Note: The instructor reserves the right to correct or adjust the syllabus and calendar as needed. There may be changes made over the course of the semester. You are responsible for keeping up with updates made on the Canvas site and with announcements.

Date	Topic
Week 1 (8/22)	Course Introduction
Week 2 (8/25 – 8/29)	Family policy and changing families
Week 3 (9/1 – 9/5)	Chapter 2 *9/1 -Labor Day Holiday (No Class)
Week 4 (9/8 – 9/12)	Chapter 3
Week 5 (9/15 – 9/19)	Chapter 4 Student Led Roundtables 1 (9/17)
Week 6 (9/22 – 9/26)	Chapters 5 & 6
Week 7	Family Law

(9/29 – 10/3)	Exam 1 (10/3)
Week 8 (10/6 – 10/10)	Chapters 7 & 8
Week 9 (10/13 – 10/17)	Chapters 9 & 10 *10/17 – Homecoming Holiday (No Class)
Week 10 (10/20 – 10/24)	Chapters 11 & 12
Week 11 (10/27– 10/31)	Chapters 13 & 14
Week 12 (11/3 – 11/7)	Chater 15
Week 13 (11/10 – 11/14)	Family Impact Seminars Due
Week 14 (11/17 – 11/21)	Student Led Roundtables 2 (Due 11/17)
Week 15 (11/24 – 11/28)	Thanksgiving Break
Week 16 (12/1 & 12/3)	
Final Exam	December 9

Assignments and Grading:

Assignment	Points
Exams (2 @100)	200
Student-led roundtable discussions of news article on family policy or family issue (2@50)	100
Policy Journals; 8 journals with lowest score dropped (7 @ 10 pts)	70
Getting involved: Community activity papers & presentation	75
In-class work	50
Family Impact Seminar	175
TOTAL	670

Exams: All exams will be online, open-book, timed exams. If you need extra time, please present me with an accommodation at the beginning of the semester so we can assign you extra time. The final exam will be a comprehensive online exam. Exams will cover any readings, videos, discussions of key

concepts, speakers and notes, and all lecture notes. A wiki study guide will be provided 1 week before the first and second exams.

Student-led “roundtable” discussion:

On specific days, the class will meet in small groups (“roundtables”). EVERY STUDENT will be responsible for leading TWO small group discussions of two noteworthy news articles. Students will be expected to:

- Find a current (published since January 1, 2024) resource (news article, policy or research brief, podcast, etc.) to share with your small group.
- Submit a brief paper summarizing the article and highlighting its significance to family policy.
- Create 3-5 discussion questions based on the article to be discussed in your small groups.
- Facilitate a 10-minute discussion based on your article.

More detailed instructions will be posted on Canvas.

Getting involved (50 points)

This category includes:

1. Policy maker interview, written summary, and an in-class presentation (25)
2. Attendance at a community or campus educational, cultural, or political event, a written summary and reflection, and an in-class presentation (25).

Family Impact Seminar:

As described by Penn State’s Social Science Research Institute, Family Impact Seminars are “...a series of seminars, discussion sessions, and briefing reports—provide state policymakers with nonpartisan, solution-oriented research on family issues such as after-school programs, children’s health insurance, early childhood care and education, juvenile crime, and welfare reform. The Family Impact Seminars were created to better connect research and policy, and to promote a family impact and racial equity lens in policymaking.”

The purpose of this Family Impact Seminar assignment is to give you all the opportunity to 1) research a family issue that you are interested in; 2) apply a family impact lens; 3) provide policy recommendations.

Grades and Grade Points

For information on current UF policies for assigning grade points, see

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

Grading Scale

Percentage	Grade
90 & above	A
87-89.9	B+
80-86.9	B
77-79.9	C+
70-76.9	C
67-69.9	D+
60-66.9	D
<60	E

Other Information:

In-Class Recording

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor. A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct 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://gatorevals.aa.ufl.edu/public-results/>. 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://gatorevals.aa.ufl.edu/public-results/>.

Excused Absences and Make Up Work

Excused absences will include: sick days (documented by a medical practitioner), death of an immediate family member, conferences, or authorized UF travel. Submit excused absence requests to Dr. Duncan via Canvas—preferably, email, or in person) prior to or immediately after your absence.

Requirements for class attendance and make-up exams, assignments, and other work are consistent with university policies that can be found at:

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

According to the UF undergraduate catalog: “If you do not attend at least one of the first two class meetings of a course or laboratory in which you are registered, and you have not contacted the department to indicate your intent, you can be dropped from the course. You must not assume that you will be dropped, however, if you fail to attend the first few days of class. By posting a notice in

the department office, the department will notify you if you have been dropped from the course or laboratory. You can request reinstatement on a space—available basis if you present documented evidence.”

OTHER CLASSROOM POLICIES, PROCEDURES, AND RESOURCES

Respect

Practice professionalism in your demeanor and communication. Above all, this means being respectful of each other and the instructor. Please be on time and ready to work; do not leave early. Both of these are disruptive and disrespectful to everyone. Keep conversations with others at a minimum during class time. Keep the dialogue respectful of your peers *and* of the instructor. Be sure to be objective, nonjudgmental, and non-confrontational.

Put aside distractions and be ready to participate in class. Your phone should be silent during class and should be put away during class time. Laptops, tablets, etc. should be used for class purposes only (not Facebook, surfing, etc.). Texting, chatting, and surfing are distracting to your classmates and the instructor ... and your own ability to learn. Students who are in violation will be warned (first offense) and asked to leave the classroom (second offense). Use of any devices may be forbidden during exams. Poor classroom behavior has several possible results: a warning; a meeting with the instructor; the loss of participation points; referral to the Dean; or removal from class if necessary, per UF policy.

Academic Honesty

University of Florida students are bound by the Honor Pledge. On all work submitted for credit by a student, the following pledge is required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Student Honor Code and Conduct Code (Regulation 4.040) specifies a number of behaviors that are in violation of this code, as well as the process for reported allegations and sanctions that may be implemented. All potential violations of the code will be reported to Student Conduct and Conflict Resolution. If a student is found responsible for an Honor Code violation in this course, the instructor will enter a Grade Adjustment sanction which may be up to or including failure of the course.

Undergraduate Honors and McNair Program

I encourage students who are interested and meet the basic requirements of 60 credit hours and a GPA of at least 3.75 to consider joining the Undergraduate Honors Program, especially if you are continuing onto graduate school. Participation in the honors program for this course requires a contract within the first three weeks of the semester. Check out: <https://fycs.ifas.ufl.edu/undergraduate/undergraduate-honors/>. Students interested in graduate school from underrepresented backgrounds (e.g., low income/first generation) are encouraged to look into the McNair Scholars Program: <http://mcnair.aa.ufl.edu/>

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.

- *UMatter, We care* <https://care.dso.ufl.edu/>
- *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 Training Programs, Community Provider Database
- *Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need or visit <https://shcc.ufl.edu/>*
- *GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit <https://gatorwell.ufsa.ufl.edu/>*
- *Career Resource Center, First Floor JWRU, 392---1601, www.crc.ufl.edu/*

Services for Students with Disabilities

Students with disabilities requesting accommodations should first register with the UF Disability Resource Center (352.392.8565) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.

001 Reid Hall, 352-392-8565, <https://disability.ufl.edu>