ARTSSCI 3DS1 / Deep Skills Development  
2019-20, Term 1

Instructor: Dr. Brian W. Baetz, P.Eng. (email: baetz@mcmaster.ca)  
Office Hours: Mondays 10:30-11:20am, LRW-3038 (Jenkins Room)  
Class Times and Locations: Mondays 9:30-10:20, KTH/106

Course Description and Course Objectives

This course will explore the integration and synthesis of a wide range of deep skills to enable students to lead richer and more balanced lives, while at university and as future working professionals. Deep skills include mindfulness and contemplative practices, empathy building, emotional intelligence, creativity and developing employment readiness and personal resilience.

This course is designed for participatory learning. You are expected to attend class and to develop your skills in working with others, teaching others, and learning from them.

A portfolio will be developed by each student over the term, and will be the basis upon which this course is evaluated (Pass/Fail).

Required Texts and Materials

There is no textbook for this course. All related materials will be available through Avenue.

Work Assessment

This course has no final exam. Your pass/fail grade will be based on class attendance and an end-of-term evaluation of the portfolio that you will develop over the term. The portfolio components will capture your journey over the semester in the development of your inherent deep skills. The portfolio is due by 4pm on 4 December 2019.

Learning Outcomes

Students who complete this course will have achieved the following learning outcomes:

- They will have explored and further developed a range of deep skills that are aligned with contemplative practices and mindfulness practices;
- They will have practiced a number of aspects to enliven and develop their inherent creativity;
- They will have explored and further developed a range of deep skills that are aligned with personal resiliency and their ability to thrive under challenging circumstances;
- They will have practiced a number of aspects to enhance their readiness for downstream employment as well-rounded working professionals.

Sustainable Written Work Submission Guidelines
All written work for your portfolio will be submitted to Avenue in an electronic format.

Academic Integrity Statement

McMaster Policy on Academic Integrity:
You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences—e.g., the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: “Grade of F assigned for academic dishonesty”), and/or suspension or expulsion from the university. It is your responsibility to understand what constitutes academic dishonesty. For information on the various types of academic dishonesty, please refer to the Academic Integrity Policy, located at: http://www.mcmaster.ca/academicintegrity.

The following illustrates only three forms of academic dishonesty: 1) Plagiarism—e.g., the submission of work that is not one’s own or for which other credit has been obtained. 2) Improper collaboration in group work. 3) Copying or using unauthorized aids in tests and examinations.

MSAF Statement

McMaster Student Absence Form (MSAF):
In the event of an absence, students should review and follow the Academic Regulations in the Undergraduate Calendar “Requests for Relief for Missed Academic Term Work.” Please consult the MSAF statement on our website (https://artsci.mcmaster.ca/forms-requests/) and direct any questions or concerns to Shelley Anderson or Madeline Van Impe in the Arts & Science Program Office as appropriate.

Academic Accommodation of Students with Disabilities Statement

Academic Accommodation of Students with Disabilities:
Students who require academic accommodation must contact Student Accessibility Services (SAS) to make arrangements with a Program Coordinator. Student Accessibility Services can be contacted by phone 905-525-9140 ext. 28652 or email sas@mcmaster.ca. For further information, consult McMaster University’s Policy for Academic Accommodation of Students with Disabilities.

Academic Accommodation for Religious, Indigenous, or Spiritual Observances (RISO):
Students requiring academic accommodation based on religious, indigenous, or spiritual observances should follow the procedures set out in the RISO policy. Students requiring a RISO accommodation should submit their request to their Faculty Office (i.e. to Shelley Anderson or Madeline Van Impe in the Arts & Science Program Office) normally within 10 working days of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

Email Contact and Student Responsibility Statement

Please Note:
The instructor and university reserve the right to modify elements of the course during the term. The university may change the dates and deadlines for any or all courses in extreme circumstances. If either type of modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of students to check their McMaster email and course websites weekly during the term and to note any changes. Announcements will be made in class and by using the course email distribution list.
2019-20 Weekly Schedule (DS=Deep Skill Related; C=Creativity Related; T=Thriving/Resilience Related; W=Work Readiness Related---all modalities are numbered sequentially for each of these four categories)

Week 1 (9 Sept)

DS1 - Meditation
C1 - The Act of Pilgrimage
T1 - The Four Agreements
T2 - The Outstretched Hand
W1 - 21 Things- Skype Interviews

Week 2 (16 Sept)

DS2 - Five Step Heart
C2 - Classical Music
T3 - Day Review
T4 - Dream Journal
T5 - Faster EFT
W2 - Effective Communication I

Week 3 (23 Sept)

DS3 - Walking Meditation
DS4 - Om Chant
C3 - Look to Greenery
T6 – Mindful Eating
T7 – The Small Stuff
W3 - Improv
Week 4 (30 Sept)
DS5 - Affirmations
C4 - Handwritten Notes
T8 - Mitigating Small Annoyances
T9 - Hand Reflexology
T10 - Thirty Minutes Outdoors
W4 - Answering the Phone

Week 5 (7 Oct)
DS6 – Visualization and Feeling
C5 - Mark Making
T11 - Empathy for Others
T12 - Deep Listening
W5 - Your Greatest Asset

Week 6 (21 Oct)
DS7 - Forgiveness Exercise
DS8 - The Love Project
C6 - Listening to Birdsong
T13 - Seeing as if the First Time
T14 - Mind is the Builder
W6 – Stating Your Vision

Week 7 (28 Oct)
DS9 - Entraining Peace
C7 - Expressive Writing
T15 - Your Favourite Place
T16 - Mudras
T17 - Quality Sleep
W7 - Effective Communication II

Week 8 (4 Nov)
DS10 - Silence
C8 - Artist’s Date
T18 –Giving Thanks as if it has Already Happened
T19 - Attitude Shift- Kindness
T20 - Body Mindfulness
W8 - Discovering Your Ideal Future

Week 9 (11 Nov)
DS11 - Touching the Earth
DS12 - Drishti
C9 - Morning Pages
T21 - Attitude Shift- Trust
T22 - Habit and Incrementalism
W9 - 21 Things- In-Person Interviews

Week 10 (18 Nov)
DS13 - Remembrance
C10 - Listening to Water, Confluences
T23 - Gratitude Attitude
T24 - What is it like to be You
T25 - Eight Limbs of Yoga
W10 - Effective Communication III
**Week 11 (25 Nov)**

DS14 - Just Like Me

DS15 - Watching the Mind

T26 - Affectionate Writing

T27 – Smiling, Half-Smile and Living with Compassion

W11 - Speaking Tradition

**Week 12 (2 Dec)**

DS16 - Heart of Peace and Joy

T28 - Minimizing Worry

T29 - Heart Connection

T30 - Entitlement to Miracles