

Liberal Arts Division

Course Name: SPCH 1318, Interpersonal Communication

Credit Hours: 3

Semester: Fall 2010

Classroom Location: Brown, 105

Instructor: Courtney Milleson

Phone: 806-433-9264

Email: cgmilleson@hotmail.com

Office Hours: by appointment before and after class meeting times,
www.tungle.me/CourtneyMilleson

Course Description:

Interpersonal Communications 1318 is a study of the psychological, physical, and cultural barriers to interpersonal communication with an emphasis on overcoming these barriers in order to improve interpersonal communication.

- Division Director - Charla Crump
- Current college catalog located at the **Students** link on Clarendon College's website
- Academic courses: Lower Division Academic Course Guide Manual at <http://www.thecb.state.tx.us/>

Statement of Purpose

Interpersonal Communications partially satisfies the requirements for the Associate Degree at Clarendon College and is designed for transfer to a senior college or university.

Required Instructional Materials:

Textbook: Devito, J. A. (2007). The Interpersonal Communication Book (11th ed.). Boston: Pearson Education, Inc.

Other Relevant Materials:

- Textbook
- Note taking materials
- Calendar
- Access to a computer (either at home, local library, or at AC)

Student Requirements

You are expected to bring an open mind, questions and assignments. Additionally, you are asked to use each of these things during our time together, as well as, while you study for this class outside of our time together.

Methods of Instruction

This course will use a variety of teaching techniques including (but not limited to): lectures, videos, readings, group activities, etc.

Course Objectives

EXEMPLARY OBJECTIVES: The learner shall:

1. Understand and demonstrate writing and speaking processes through invention, organization, drafting, revision, editing, and presentation.
2. Understand the importance of specifying audience and purpose and to select appropriate communication choices.
3. Understand and appropriately apply modes of expression, i.e., descriptive, expository, narrative, scientific, and self-expressive, in written, visual, and oral communication.
4. Participate effectively in groups with emphasis on listening, critical and reflective thinking, and responding.
5. Understand and apply basic principles of critical thinking, problem solving, and technical proficiency in the development of exposition and argument.
6. Develop the ability to research and write a documented paper and/or to give an oral presentation.

STUDENT LEARNING OUTCOMES: The learner shall:

1. The learner shall formulate and compare interpersonal conflicts.
2. Create, organize, support and present public and/or group presentations.
3. Prepare appropriate topics for public and/or group presentations.
4. Predict and select motivation factors in the communication process.
5. Select the appropriate verbal and nonverbal delivery skills for public and/or group presentations.
6. Assess, compare and support individual views of communication processes and conflicts.
7. Assess, and choose appropriate responses to public and/or group communication situations.
8. Effectively argue and support points of view on a variety of subjects.

Grading Policies:

The final semester grades will be figured as set in the current catalog:

90 to 100 = A 80 to 89 = B 70 to 79 = C 60 to 69 = D Below 59 = F

A student's final grade will be made available through Campus Connect at Clarendon College's website.

Classroom Policies:

Classroom Conduct

- Failure to comply with lawful direction of a classroom instructor is a disruption for all students enrolled in the class.
- Cheating violations include, but are not limited to:
 - (1) obtaining an examination , classroom activity, or laboratory exercise by stealing or collusion;
 - (2) discovering the content of an examination , classroom activity, laboratory exercise, or homework assignment before it is given;
 - (3) using an unauthorized source of information during an examination , classroom activity, laboratory exercise, or homework assignment ;

- (4) entering an office or building to obtain unfair advantage;
- (5) taking an examination for another person;
- (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person;
- (7) altering grade records;
- (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise;
- (9) Plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person without proper credit.
- Disciplinary actions for cheating in a course are at the discretion of the individual instructor. The instructor of that course will file a report with the Dean of Students when a student is caught cheating in the course, whether it be a workforce or academic course. The report shall include the course, instructor, student's name, and the type of cheating involved.
- Students who are reported as cheating to the Dean of Students more than once shall be disciplined by the Dean.
- The Dean will notify all involved parties within fourteen days of any action taken.
- American with Disabilities Act Statement: Clarendon College provides reasonable accommodations for persons with temporary or permanent disabilities. Should you require special accommodations, notify the Office of Student Services (806-874-3571 or 800-687-9737). We will work with you to make whatever accommodations we need to make.
- Dropping a Course:
 - A student who is enrolled in a developmental course for TSI purposes may not drop his/her only developmental course unless the student completely withdraws from the college. A student may drop any other course with a grade of "W" any time after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar. The request for permission to drop a course is initiated by the student by procuring a drop form from the Office of Student Services. (Refer to other policies concerning this issue in the current college catalog online.)
- Withdrawal from College:
 - When a student finds it necessary to withdraw from school before the end of the semester, he or she should obtain a withdrawal form from the Office of Student Services. Students may also withdraw from the college by sending a written request for such action to the Registrar's Office. The request must include the student's signature, the student's current address, social security number and course information details. Students who withdraw after the census date for the semester and on or before the end of the 12th week of a long semester, or on or before the last day to drop a class of a term as designated in the college calendar will be assigned a grade of "W."

DAILY COURSE SCHEDULE

NOTE: THIS SYLLABUS IS SUBJECT TO CHANGE.

TH-AUG 30 COURSE INTRODUCTION

PROJECT: 1. I'D PREFER TO BE.

T--SEP 4 CLASS INTRODUCTION

PROJECT: HOW WOULD YOU GIVE FEEDFORWARD AND FEEDBACK?

TH-SEP 6 CH 1--UNIVERSALS OF IPC

PROJECT: 1. THE SOURCES OF YOUR CULTURAL BELIEFS. 2.

WHAT ARE YOUR CULTURAL BELIEFS AND VALUES?

T--SEP 11 CH 2—CULTURE IN IPC

PROJECT: 1. WHAT DO YOU HAVE THE RIGHT TO KNOW? 2.

TIME FOR SELF DISCLOSURE.

TH-SEP 13 CH 3—THE SELF IN IPC

PROJECT: 1. HOW DO YOU MAKE ATTRIBUTIONS? 2. WHO. 3.

PERCEIVING MY SELVES.

T--SEP 18 CATCH UP AND REVIEW

TH-SEP 20 **TEST #1**

T--SEP 25 CH 4—PERCEPTION IN IPC

PROJECT: 1. REGULATING YOUR LISTENING PERSPECTIVE. 2.

EXPERIENCING ACTIVE LISTENING.

TH-SEP 27 CH 5—LISTENING IN IPC

PROJECT: 1. CLIMBING THE ABSTRACTION LADDER. 2. MUST

LIE SITUATIONS. 3. HOW CAN YOU VARY DIRECTNESS FOR

GREATEST EFFECTIVENESS?

T--OCT 2 CH 6—UNIVERSALS OF VERBAL AND NONVERBAL MESSAGES

PROJECT: 1. CONFIRMING, REJECTING, AND DISCONFIRMING.

2. HOW DO YOU TALK ABOUT THE MIDDLE?

TH-OCT 4 CATCH UP AND REVIEW

T--OCT 9 **TEST #2**

TH-OCT 11 CH 7—VERBAL MESSAGES

PROJECT: 1. FACIAL EXPRESSIONS. 2. INTERPERSONAL

INTERACTIONS AND SPACE.

T--OCT 16 CH 8—NONVERBAL MESSAGES

PROJECT: 1. COMMUNICATING YOUR EMOTIONS AND EXPRESSING

NEGATIVE FEELINGS. 2. HOW DO YOU OPEN AND CLOSE A

CONVERSATION?

TH-OCT 18 CH 9—MESSAGES AND CONVERSATION

PROJECT: 1. TIL' THIS DO UP PART. 2. RELATIONAL

REPAIR FROM ADVICE COLUMNIST.

T--OCT 23 CATCH UP AND REVIEW

TH-OCT 25 **TEST #3**

T--OCT 30 CH 10—UNIVERSALS OF INTERPERSONAL RELATIONSHIPS

PROJECT: HOW MIGHT YOU REPAIR RELATIONSHIPS?

TH-NOV 1 CH 11—INTERPERSONAL RELATIONSHIPS: GROWTH AND

DETERIORATION

PROJECT: 1. WHAT TYPE OF RELATIONSHIP DO YOU PREFER? 2. MATE PREFERENCES.

T--NOV 6 CH 12—INTERPERSONAL RELATIONSHIPS: FRIENDSHIP, LOVE, FAMILY, AND WORKPLACE

PROJECT: GENERATING WIN-WIN SOLUTIONS.

TH-NOV 8 CATCH UP AND REVIEW

T--NOV 13 **TEST #4**

TH-NOV 15 CH 13—CONFLICT IN INTERPERSONAL RELATIONSHIPS

PROJECT: EMPOWERING OTHERS.

T--NOV 20 CH 14—POWER IN INTERPERSONAL RELATIONSHIPS

TH-NOV 22 **NO CLASS--THANKSGIVING**

T--NOV 27 CATCH UP AND REVIEW

TH—NOV 29 **TEST #5**

T--DEC 4 REVIEW FOR FINAL

TH-DEC 6 REVIEW FOR FINAL

DEC 11—10:30 AM **FINAL EXAM —CHAPTERS 1-14**

ALL WORK MUST BE COMPLETED BY THE BEGINNING OF THE FINAL EXAM PERIOD.