



SPCH 1318 Interpersonal and Small Group Communication

Part 1: Course Information

Instructor Information

Instructor: Kelly Griffith

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Please email me rather than messaging me through D2L. I am able to respond much more quickly to my email. If you have questions about your grade, you must email me from your Brazosport email address.

Course Description

This course examines communication on a personal level from both the speaker's and the listener's point of view. The study includes self-awareness exercises as well as the techniques of effective communication between individuals and among the members of small groups.

Prerequisite

- College-level reading and writing.
- Basic computer knowledge.

Required Text

- Inter-Act Interpersonal Communication, 14th Edition by Verderber and Verderber
- (This book is mandatory- you will need it to be successful in this class.) Required course materials are available at the Brazosport College bookstore, on campus or online at <http://www.brazosport.edu/bookstore>. A student of this institution is not under any obligation to purchase a textbook from the college bookstore. The same textbook is/may also be available from an independent retailer, including an online retailer.

Learning Objectives

- Demonstrate competency in the writing process.
- Demonstrate competency in selecting appropriate communication choices
- Demonstrate competency in understanding and appropriately applying interpersonal communication skill builders.
- Demonstrate competency in group problem solving with emphasis on listening, reflecting, understanding, thinking critically, and responding.

Course Requirements

- Internet connection (DSL, LAN, or cable connection desirable)
- Basic computer skills such as creating a document, downloading and installing a program, and navigating a web interface.
- The ability to be a self-directed learner.

Course Structure

This course will be delivered entirely online. In the online component, you will access online lessons, course materials, and resources. The entire course will be delivered asynchronously, meaning you will not be required to participate in live sessions. The course videos will be open from the first day of class, there will be deadlines for specific units.

Technical Assistance

If you need technical assistance at any time during the course or to report a problem with D2L you can text chat with technical support, email helpdesk@brazosport.edu or call (979) 230-3266.

Part 2: Topic Outline/Schedule

This course is broken into units. The entire unit is open at a given time, but specific chapters are due each week. Quizzes, Discussions, and Tests are only open during the week in which they are due. Here are the due dates (assignments are due by 11:59 p.m. on the date shown):

8/30	Course Orientation
9/6	Unit 1: Ch 1
9/13	Unit 1: Ch 2
9/20	Unit 1: Ch 3 & 4
9/27	Unit 1 Test, Paper Proposal
10/4	Unit 2: Ch 5
10/11	Unit 2: Ch 6
10/18	Unit 2: Ch 7&8
10/25	Unit 2: Test
11/1	Unit 3: Ch 9
11/8	Unit 3: Ch 10, <i>Rough Draft Due</i>
11/15	Unit 3: Ch 11 & 12
11/22	Unit 3 Test
12/2	Paper Due
12/7-12/9	Final Exam

All assignments are due by midnight on day shown. There are no late assignments accepted unless there is an issue with D2L as a whole or with the specific assignment. Technical difficulties on your end (lack of internet access, computer issues, etc.) will not be grounds for reopening an assignment, so please don't wait until the last minute to complete an assignment.

Each unit will consist of a reading quiz and extension activities. The unit tests will cover the chapters covered in that unit, but the final exam covers all chapters covered.

Graded Course Activities

Percentage Weight	Descriptions
3 each/30 total	Guided Reading (2 will be dropped)
2 each/20 total	Extensions (2 will be dropped)
10 total	Application Paper
10 each/30 total	Unit Tests
10 total	Final Exam (this will be cumulative)
100	Total Points Possible

Grade Breakdown

Any grade ending in a “9” will be rounded up automatically for this class.
The scale is as follows:

89.0 – 100	A
79.0 – 88.9	B
69.0 – 78.9	C
59.0 – 68.9	D
Below 59.0	F

You need to make sure to keep up with your grades.

Late Work Policy

All assignments for this course will be submitted electronically through D2L unless otherwise instructed. Assignments must be submitted by the given deadline or special permission must be requested from instructor **before** the due date. Extensions will not be given except under extreme circumstances.

Grade Concerns

If you have a grade concern, please email me within one week of the due date. If you feel that a question was marked incorrectly, please let me know ASAP so that I can correct it. It is your responsibility to keep up with all assignments.

Respect for others:

This class will be treated as a safe environment for discussion. All students will treat others with respect at all times. Students who have a problem with this policy will be dealt with accordingly. This respect extends to all viewpoints and beliefs expressed in this class.

Academic Honesty:

Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism (including copying and pasting directly from the textbook or a website), and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at <http://www.brazosport.edu>.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and may, at a minimum, result in a zero for the assignment. Sanctions may be imposed beyond your grade in this course by the Dean of Student Services.

Students with Special Needs:

Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software to assist students with special needs. Please contact Phil Robertson, Special Populations Counselor, 979-230-3236 for further information.

Title IX Statement:

Brazosport College faculty and staff are committed to supporting students and upholding the College District's non-discrimination policy. Under Title IX and Brazosport College's policy FFDA (Local), discrimination based on sex, gender, sexual orientation, gender identity, and gender expression is prohibited. If you experience an incident of discrimination, we encourage you to report it. While you may talk to a faculty or staff member at BC, please understand that they are "Responsible Employees" and must report what you tell them to college officials. You can also contact the Title IX Coordinators directly by using the contact information below. Additional information is found on the Sexual Misconduct webpage at www.brazosport.edu/sexualmisconduct.

Kelli Forde Spiers, Director, Student Life and Title IX Coordinator Office J-117D; 979-230-3355; kelli.fordespiers@brazosport.edu

Mareille Rolon, HR Coordinator and Deputy Title IX Coordinator Office C-114; 979-230-3303; mareille.rolon@brazosport.edu

Resource Information Just for You:

The Writing Center

The Writing Center will continue operating remotely in the Fall semester. The Center has created a faculty resource page, with a wealth of information for instructors. Included on the page is a WC quiz that can be given by faculty in class and a blurb that can be added to your syllabus. Resources can be found at <https://brazosport.edu/BCWCfacultyresources>.

Library Information

The library also offers drop in workshops via Zoom. The presentation titles and dates (all are approx. 30 minutes) are as follows:

Facts Over Fears- Lessons from Covid-19

Most of us understand misinformation exists but not until the Covid-19 pandemic did we firmly grasp the havoc it could cause in our everyday life. Attendees of this workshop will acquire insight in transforming oneself into a diligent consumer of information to find facts and oust fears.

Sept 8 @ 4pm

Sept 9 @ 12:30pm

Topics & Point/ Counterpoint

Having trouble finding a topic and when you do, unsure where to find reputable exploratory information? What about persuasive or argumentative papers that require you to pick a side but the only supporting documentation you find is fabricated, biased or opinionated? Fortunately, BC Library offers two point/counterpoint e-resources that offer balanced yet credible research-based perspectives on a gamut of topics. Participants will leave with an understanding of how to use *Opposing Viewpoints* and *Points of View Reference Center* to identify topics and support their beliefs/theories with facts.

Sept 22 @ 4pm

Sept 23 @ 12:30pm

Research Citations and Plagiarism

Have a research paper or presentation due soon and not know where to begin? Bring questions as we walk you through the steps to find credible/authoritative research, easily cite your sources and avoid plagiarism

Oct 6 @ 4pm

Oct 7 @ 12:30pm

Researching Politics

With the 2020 United States elections happening this November, can citizens in today's polarized and deceptive society confidently understand the issues and the candidates? This workshop aims to highlight pathways to effective and credible political research so one can be a knowledgeable and confident voter.

Oct 20 @ 4pm

Oct 21 @ 12:30pm

The Library will be open physically M-Th from 10am-7pm this Fall. [Online chat service](#) and [email](#) will be monitored during this time as well as drop in assistance in the library at the reference desk. The Library will also have "open virtual library" ([Online chat service](#) and [email](#) only) hours on Fridays from 8am-12pm to ensure timely assistance.