

## UTRGV COMM. COURSE SYLLABUS

UTRGV Intro. to Comm. 1311  
Term: Summer II 2017  
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### Textbook and/or Resource Material

Beebe, S. A., Beebe, S. J., & Ivy, D. K. (2016). *Communication: Principles for a Lifetime* (6<sup>th</sup> ed.). Boston: Allyn and Bacon. (Available at Bookstore), ISBN 13: 978-0-13-388244-5

### Course Description and Prerequisites

COMM 1311 is designed to showcase the communication studies discipline by introducing basic human communication principles in a variety of contexts including interpersonal, small group, and public speaking. The purpose of this course is twofold. First, students will learn how to adapt and deliver verbal and nonverbal messages to communicate effectively with family, friends, and coworkers. Second, students will develop skills towards intercultural competence with the goal of creating mutual understanding despite cross-cultural differences. Finally, students will learn how to successfully develop and deliver a persuasive presentation. In short, COMM 1311 will prepare students to be effective communicators in their personal and professional lives.

### Learning Objectives/Outcomes for the Course

After completing COMM 1311, students will be able to:

- Understand and apply the five principles of human communication.
- Value and recognize the five principles of human communication during personal and professional conversations.
- Analyze and manage interpersonal conflict.
- Engage in effective group/team communication.
- Develop, organize, and deliver a persuasive presentation.
- Value and recognize an effective persuasive presentation.

### Learning Objectives for Core Curriculum Requirements

For those majoring in Communication, upon completing all of your course work, you will be able to:

- Apply cognitive and behavioral skills in critical listening and thinking within multiple venues of human communication.
- Exhibit an appreciation and tolerance for the culturally diverse patterns in which humans communicate.
- Effectively implement competent verbal and nonverbal communication behaviors in various situations—one-to-one, one-to-a few, and one-to-many—for different purposes—to inform, to persuade, to entertain.
- Demonstrate ethical communication practices.
- Assess your own level of communication competence and critique others' level of performance in verbal and nonverbal communication.
- Demonstrate knowledge and understanding of information (i.e., concepts, principles, theories, critical issues, problems and behaviors).
- Demonstrate effective research skills using professional journal articles, and other academic or substantial, credible sources.
- Use discipline-appropriate technology applications, such as library databases, computer applications, Internet research, non-print media, multi-media applications, desktop publishing, Blackboard, course-based electronic communication, etc. in preparation and presentation of course projects.

### Course Requirements:

Course Requirements	Points
1. Motivation Score	50
2. Five Journal Questions	50
3. Five Reading Quizzes	50

4. Two Examinations	
Exam #1 (Chapters 1-6)	100
Exam #2 (Chapters 7-10)	100
5. Oral Presentation	150
<b>Total Points</b>	<b>500</b>

Grades will be distributed in the following manner:

450 – 500 = A; 400 – 449 = B; 350 – 399 = C; 300 – 349 = D; and 000 – 299 = F

**Motivation Score.** Good attendance contributes to a positive learning environment, and you can't do your best in this course if you do not attend regularly. There are many things to be learned on a weekly basis that are not measured directly on the tests. Since we know your objective is to increase your learning, our assumption is that you will attend class. It is your responsibility to get the information covered in the classes missed. You will receive a grade for your motivation based on the number of absences accrued. No distinction is made between an "excused" and "unexcused" absence. Non-attendance of class counts as an absence, regardless of the reason (i.e., illness, work, emergencies, car trouble, pet crises, etc.). The motivation score you earn is based on the following: 0 absences = 55, 1 absence = 50, 2 absences = 40, 3 absences = 30, 4 absences = 20, 5 absences = 10. If you miss 5 or more class periods you will be encouraged to drop the course, or you may initiate a "drop" from the course.

**Note:** Attending class means being **punctual**. *Punctuality is defined as being no more than five minutes late at the beginning of class and remaining until the class is officially dismissed. It is your responsibility to sign the attendance sheet. If you do not sign in (for whatever reason) you will be considered absent.*

**Communication Journal.** Throughout the semester you will keep a journal about human communication. The purpose of this journal is to allow you to apply communication theory and skills to your own interpersonal relationships in a variety of contexts. You will need a folder to keep your typed journal entries organized in. Throughout the semester you will be given journal questions to answer and file in your folder. Journal questions will be assigned and turned in as indicated on calendar. Answers to journal questions must be at least one page double-spaced using 12 point font and one inch margins.

**Reading Quizzes.** You are expected to read assigned material before coming to class and to be prepared to discuss it. Reading quizzes are short quizzes over the assigned reading that will be a regular part of the class. The reading quizzes will serve as part of the review for the tests.

**Examinations.** You will take two exams. Each exam is multiple choice format and objective based. Study guide questions for each chapter will be provided. Answering these study guide questions as you work through the chapters will prepare you for the exams. Each exam includes 50 multiple-choice items with each item being worth two points. Please bring a number two pencil and scantron to all exams. No exams can be made up unless there is a documented excuse approved by the instructor.

**Oral Presentation.** You will develop, organize, and deliver one presentation. The assignment description, evaluation criteria, and evaluation forms will be provided. The presentation is worth 150 points.

### **Grading Policies**

State the course grading policy. Include graded assignments, weighting, and how late work will be treated. All major graded assignments should be described, at least briefly. UTRGV's grading policy is to use straight letter grades (A, B, C, D, or F).

### **Calendar of Activities**

Include in this section a table or list that provides information for students regarding important dates, assignments or activities. The UTRGV academic calendar can be found at <http://my.utrgv.edu> at the bottom of the screen, prior to login. Some important dates for Summer II 2017 include:

## Summer II 2017 Term (July 13 – August 18)

July 13 (Thurs.)	Summer II Classes Begin. Official First Class Day.
July 14 (Fri.)	Last day to add a class or register for Summer II classes
July 13 (Thurs.)	Day to withdraw (drop all Summer II classes) for a 80% refund
July 14 (Fri.)	Day to withdraw (drop all Summer II classes) for a 50% refund
July 18 (Tues.)	Census Date ( <i>Last day to drop without it appearing on the transcript</i> )
Aug. 8 (Tues.)	Last day to drop ( <i>DR grade</i> ) a class or withdraw ( <i>grade of W</i> )
Aug. 17 (Thurs.)	Study Day. No Classes.
Aug. 18 (Fri.)	Final Exams
Aug. 21 (Mon.)	Grades Due

### **UTRGV Policy Statements:**

**STUDENTS WITH DISABILITIES:** If you have a documented disability (physical, psychological, learning, or other disability which affects your academic performance) and would like to receive academic accommodations, please inform your instructor and contact Student Accessibility Services to schedule an appointment to initiate services. It is recommended that you schedule an appointment with Student Accessibility Services before classes start. However, accommodations can be provided at any time. **Brownsville Campus:** Student Accessibility Services is located in Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at [ability@utrgv.edu](mailto:ability@utrgv.edu). **Edinburg Campus:** Student Accessibility Services is located in 108 University Center and can be contacted by phone at (956) 665-7005 (Voice), (956) 665-3840 (Fax), or via email at [ability@utrgv.edu](mailto:ability@utrgv.edu).

**MANDATORY COURSE EVALUATION PERIOD:** Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (<http://my.utrgv.edu>); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades.

**ATTENDANCE:** Students are expected to attend all scheduled classes and may be dropped from the course for excessive absences. UTRGV's attendance policy excuses students from attending class if they are participating in officially sponsored university activities, such as athletics; for observance of religious holy days; or for military service. Students should contact the instructor in advance of the excused absence and arrange to make up missed work or examinations.

**SCHOLASTIC INTEGRITY:** As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating, plagiarism, and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to the Dean of Students.

**SEXUAL HARASSMENT, DISCRIMINATION, and VIOLENCE:** In accordance with UT System regulations, your instructor is a "responsible employee" for reporting purposes under Title IX regulations and so must report any instance, occurring during a student's time in college, of sexual assault, stalking, dating violence, domestic violence, or sexual harassment about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at [www.utrgv.edu/equity](http://www.utrgv.edu/equity), including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free from sexual misconduct and discrimination.

**COURSE DROPS:** According to UTRGV policy, students may drop any class without penalty earning a grade of DR until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the "3-peat rule" and the "6-drop" rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.