

SPCH 1318 section 1000
Interpersonal Communication

Instructor and Course Information

Instructor



Laura Davison

jdavison@gc.edu

409-944-1329

Office Location :

N-322

Office Hours :

Day	Start Time	End Time
Mondays/Wednesdays	9:30am	11:00am
Tuesdays/Thursdays	11:00am	2:00pm
Fridays	10:00am	11:00am
*I'm available to meet with students outside of scheduled office hours. Contact me via Canvas email or at (409) 276-5394 to arrange for other meeting times.		



Spring 2022 [2022SP]

Term Start Date: Tuesday, 18-Jan-2022 **Term End Date:** Wednesday, 11-May-2022

 ADD TO CALENDAR

Location and Schedule:

Schedule Detail: M-W 11:10AM-12:30PM

CRN: 21087

Application of communication theory to interpersonal relationship development, maintenance, and termination in relationship contexts including friendships, romantic partners, families, and relationships with co-workers and supervisors.

Course Materials

Computer Requirement :

It is expected that students will have regular access to their own computer to complete the work in this class. A laptop or notebook (mobile workstation) with the following minimum specifications*:

- Screen Size: 13" to 15"
- Display Resolution: 1920 by 1080
- Memory: 4 GB to 8GB
- Processor: Intel Core i3 – equivalent or better
- Hard Drive/Storage: 256GB SSD
- Keyboard: Standard Integrated Keyboard
- WIFI: WIFI enabled
- Other: Integrated webcam, microphone, and speakers**

*Students enrolling in high technology or engineering programs of study should check with their instructor for additional and/or other computer requirements.

**Instead of using your computer's microphone and speakers when participating in an online discussion in public places (such as the College library), headphones (or earbuds) with an integrated microphone are recommended.

Required Books, Materials and Supplies :



Title	Author	ISBN	Publisher	Edition	Price
Revel Interpersonal Communication: Relating to Others,	Beebe, Beebe & Redmond	9780134890364	Pearson	9th Ed, 2019	85.70
Where We Come From: A Novel	Casares, Oscar	9780525564928	Vintage	2020	\$13.10

Recommended Books, Materials, and Supplies :

A note about the text book: The Galveston College bookstore offers price matching for new books purchased through Amazon.com or Barnes and Noble online. However, you might also look into renting a textbook or getting a used copy. We are moving to the online version of the textbook, but I will not be utilizing any of the Revel whistles and bells. If you can obtain a PDF copy of the textbook for less money, that will work. I also have a reserve copy in the library, which you can check out and read in the library. Ask for more information at the circulation desk.

Learning Outcomes

Learning Outcomes :

-  Demonstrate ability to analyze and critique verbal and nonverbal interactions in mediated and face-to-face contexts (demonstrated through written, oral, and/or visual means).
-  Demonstrate critical thinking ability by effectively researching, evaluating, and applying communication theories in oral and/or written assignments. (demonstrated through written and/or oral means).

Course Requirements

Course Requirements Detail :

Welcome to SPCH 1318, Interpersonal Communication! I look forward to working with you this semester in this *very* practical course. By the end of this semester you will be aware of your personal communication style, its origins, and how you change as you interact with the world around you. We will also improve your skills in the areas of listening, recognizing nonverbal communication signals, and managing conflict in relationships.

I come into this course with a master's degree in Communications, a PhD in Technical Communication and Rhetoric, a professional background in advertising and medical communications, and fifteen years of higher-education teaching experience. But above all else, I am a big nerd who loves learning new things. I look forward to learning with you this semester!

Dr. Janene Amyx Davison

Course Grading and Outline

Course Grading :

Grading Philosophy

Grades in this course are based on achievement and mastery of an assignment's required competencies. While you should put forth a strong effort on every assignment, final grades do not reflect effort. Rather, final grades will be determined by your mastery of the content, skills, or knowledge outlined in each assignment's grading rubric.

Here's my best advice (and a solid roadmap!) to being successful in this course:

Come to every class.
Take good notes.
Review assignments carefully.
Ask questions if you don't understand something.
Turn in all assignments.

Graded course assignments are as follows:

ASSIGNMENTS	POINTS
Exams (100 pts. x 4 -- lowest dropped)	300 pts.
Mini projects (100 pts. x 4)	400 pts.
Journals	150 pts.
Class Activities	150 pts.
<i>TOTAL POINTS POSSIBLE:</i>	<i>1,000 pts.</i>

If any of the above assignments or point distributions change, I will notify you by Canvas and a class announcement. I use the Canvas grade book, so you can keep up with your grades. On a point system you can calculate your grade by dividing your cumulative points against the total possible points, and then multiply that by 100. For example, if you have 475 points out of 600 possible points: $475/600=0.7916 \times 100 = 79.16$. With a thousand point scale, points translate to the following letter grades at the conclusion of the semester.

A = 900 to 1,000 pts.
B = 800 to 899 pts.
C = 700 to 799 pts.
D = 600 to 699 pts.
F = 0 to 599 pts.

Each of the mini-projects covers a major competency that is required for this course. **Failure to complete any of the mini-projects is grounds for failure of the course, even if you have enough points to pass.** See my late work policy below for how to handle missed assignments.

Incomplete Policy

An Incomplete (I) is a contract between the instructor and the student, provided for students who have emergency situations that render them unable to complete the class on schedule. Students do not have to reenroll to complete the course (or pay for the class a second time). However, incompletes will not be given unless requested by the student, and then only at the discretion of the instructor. Typically, a student must have completed at least 75% of the course work to be considered for an incomplete. After the filing has been accepted, it is the student's responsibility to complete future coursework as required. If coursework is not completed within the required time frame, then the Incomplete will revert to an F.

Course Outline :

At the start of the semester I will provide a detailed schedule of readings, activities, and due dates. This schedule will also be posted in Canvas. Additionally, I will provide regular reminders of upcoming assignments at the beginning of each class. If due dates or assignments change I will notify the class via a class announcement and through adjusting assignments in Canvas.

Below is a rough outline of major course assignment due dates:

Due Date:	Assignment:
Week 4	Mini Project #1 (About me)
Week 5	Exam #1
Week 8	Mini Project #2 (Listening)
Week 9	Exam #2 <i>Midterm Grades submitted</i>
Week 12	Exam #3
Week 13	Mini Project #3 (Applied Research)
Week 15	Mini Project #4 (<i>Where We Come From</i>)
Week 16	Exam #4 <i>Final grades submitted via Whitecaps Portal</i>

Academic Policies





COVID-19 Protocol

Due to the COVID-19 pandemic, students and faculty are expected to use an appropriate face covering while walking to and from classes or work locations, and during classes or labs. Students, faculty, and staff are also encouraged to maintain at least a six-foot distance from others when possible.

If a student is informed that they must quarantine due to exposure from a contact outside of a Galveston College class or function, the student must complete the Coronavirus Report on the gc.edu website. It is the student's responsibility to contact their instructor and arrange to make up missed work or labs that resulted from their absence.

In the event of a COVID-19 exposure where a face-to-face class must be quarantined, the professor will announce how instruction will proceed, including the possibility of the class resuming online at the regularly scheduled day and time (e.g., via Zoom or Teams). The attendance policy per the class syllabus will remain in place, and the student should contact their other instructors to make arrangements as applicable.



Attendance Policy

Students are expected to attend all lectures and laboratory periods, and an accurate record of each student's class attendance is kept by each instructor for the duration of the course. Any student, who misses 10% of the total clock hours of instruction not excused by the instructor may be withdrawn from class by the instructor with a grade of "AWN." Students are expected to report to class on time. At the discretion of the instructor, tardiness may be treated the same as an absence and the AWN policy may be applied. If an AWN is processed before a student completes the drop procedures, the "AWN" will become the grade of record. The student, instructor, and financial aid office will receive copies of the AWN form. Programs with special attendance requirements mandated by local, state, or national accrediting or professional agencies will observe the agency attendance requirements which affect student certification, registry, or licensure, as well as those of the College. All special attendance requirements must be approved in writing by the Vice President of Instruction.



Academic Integrity

Each student is charged with the responsibility of maintaining scholastic integrity. When written assignments require excerpts from material published by others, the student must give full credit to the author to avoid the possibility of plagiarism. For more information refer to "Students Rights and Responsibilities section (F) Student Code of Conduct." Any student violation of scholastic integrity for plagiarism or cheating falls properly within the realm of student/faculty relations and is subject to a faculty recommendation to the college administration for loss of credit for a particular assignment, examination, or unit of work; failure in a course; or, dismissal from the college.





Computer Usage

Galveston College provides computer resources for the purpose of accomplishing tasks related to the mission of the college. Authorized users are allowed to use the college's computer resources for school related and incidental purposes, subject to the College's Computer Use policy and other applicable college policies, and state and federal law. For additional information concerning the College's computer usage policy and/or procedures, please consult the Galveston College Catalog and/or Student Handbook.



Special Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute which provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with documented disabilities be guaranteed reasonable accommodation for those disabilities. If you believe that you have a disability requiring such accommodation, please contact the Galveston College Counseling Center or call (409) 944-1223.

Late Work :

Assignments turned in after the due date will be accepted on a case-by-case basis, but you must contact me as soon as possible. Unless there are extreme circumstances, late work will receive a 10% reduction in points. Late assignments will be handled as follows:

- **Exams:** Unless there are special circumstances, exams must be taken on the day scheduled. If there's an issue, notify me as soon as possible and we will evaluate make-up options.
- **Class activities:** Fifteen percent (15%) of your course grade will be based on class activities. These will include small group work, exit tickets, showing and discussing your draft outlines, reading note checks, etc. Therefore, it is important to be in class, and show up prepared. If you are absent for a class, you typically cannot make-up missed class activities.
- **Mini-projects:** Mini-projects will be accepted late, up to one week past the due date, with a 10% penalty. If there are special circumstances please discuss them with me and we will work-out a manageable extension. **Each of the mini-projects covers a major competency that is required for this course. Failure to complete any of the mini-projects is grounds for failure of the course, even if you have enough points to pass.**
- **Journals:** Mini-projects will be accepted late, up to one week past the due date, with a 10% penalty.

Additional Attendance Statement :

You are expected to attend ALL class sessions. At the beginning of each class I take roll, review upcoming due dates, and make announcements. Students who come in late are responsible for checking with me to make sure they are counted present, and for checking with a classmate to catch up on missed notes. Excessive lateness or leaving class early may count toward absences. It is important that you attend every class. When you miss class you are likely to miss class activity points, or preparation help for an upcoming assignment. Students who meet any of the following conditions, may be dropped from the course at my discretion:

- Students who have more than 3 absences by the above standard;
- Students who miss a major assignment (counting for 10% or more of their grade);
- Students who engage in repeated disrespectful communication in an online forum (such as inappropriate peer feedback or emails).

If you are unable to complete an assignment due to illness or other unforeseen circumstances, please contact me as soon as possible so that we can develop a plan to get your missing work completed.



Additional Information

Accessing and Using the Canvas eLearning System :

You should log into Canvas the first week of class. Canvas is Galveston College's online learning management system, used for administering course resources and in some cases exams. Through Canvas you can access a detailed course schedule, assignments, and other tools to help you be successful in the course. Access to Canvas is generally not available any sooner than the first class day, and students who register late will be loaded into Canvas periodically throughout late registration. Use the Canvas link on the right-hand column of www.gc.edu to log into Canvas.

The best way to contact me s via Canvas message (email). It is checked several times a day during the week and usually once over the weekend. If you really need to reach me fast then you can call or text my mobile phone (posted in Canvas under "Meet Your Professor"). I respond to texts more promptly than voicemails though not always immediately. I'll get back to you as soon as I conveniently can.

If you have log-in or password problems, please contact the IT Help Desk at (409) 944-1352 or helpdesk@gc.edu.

Library Usage :

If you plan to use the Galveston College library or computer lab to access online material, please pay attention to library (LRC) hours. It currently has limited hours most weekends, and is closed on holidays.

Special Instructions :

Sharing of Student Recordings

Presentations are recorded and made available to the class for the purpose of peer and self-evaluations. Unless it's your own speech, do not distribute, screen capture, or share recordings beyond this class. I will consider that a violation of your classmates' privacy and **inappropriate distribution is grounds for dropping you from the class and possible disciplinary action via Galveston College Student Services.**

Comments :

Marginalized Students and Educational Goal Support

I am an ally to members of groups often marginalized and excluded by the educational system and the United States at large. I am available to listen and support you in an affirming manner. I can also assist in connecting you with resources to address problems you may face pertaining to oppression stemming from religion, "race," class, sexual orientation, gender identity, and/or other circumstances that could interfere with your success at Galveston College.

