

COMMUNICATION AS CRITICAL INQUIRY (COM 110)

Fall 2019

Instructor: Alex Kritselis

Office Hours: T/R, 9:20–10:50 a.m.
(and by appointment)

Office: Fell 450

Email: agkritis@ilstu.edu

Section: 062

Classroom: Fell 152

Meeting time: T/R, 12:35–1:50 p.m.

TEXTS

Simonds, C. J., Hunt, S. K., & Simonds, B. K. (2018). *Engaging communication*. Southlake, TX: Fountainhead Press.

Simonds, C. J., Hunt, S. K., & Hooker, J.F. (2018). *Communication as critical inquiry: Supplementary materials packet*. Champaign, IL: Stipes Publishing.

(Available at the School of Communication Resource Center in the basement of Fell—see below).

COURSE MATERIALS

COM 110 eBook. You are required to have an eBook for COM 110 as well as proof of its purchase, which will allow you to access additional materials through Top Hat—an interactive textbook platform—that are necessary for the completion of the course. You may purchase eBook access directly from Top Hat or at the bookstores.

Spiral Workbook Purchasing Procedures. You will purchase the spiral workbook (COM 110 Communication as Critical Inquiry) through the School of Communication online store using a credit, debit, or monetary gift card. The website can be found at the following address:

http://Bit.ly/COM_110

The spiral will be available for you to pick up in the Communication Resource Center located in the basement of Fell Hall 1–2 business days after online purchase. You will show your ISU ID card to Resource Center workers who will verify your purchase and give you a spiral.

Communication Resource Center Hours of Operation

(Fell 034—in the basement)

1st two weeks' hours:

Monday–Thursday: 9:00 a.m.–6:00 p.m.

Friday: 9:00 a.m.–3:00 p.m.

COMMUNICATION AS CRITICAL INQUIRY (COM 110) COURSE GOALS

Communication as Critical Inquiry (COM 110) seeks to improve students' abilities to express themselves and to listen to others in a variety of communication settings. Effective oral communication is viewed as an essential life skill that every person must possess to function in today's society. The course emphasizes participation in a variety of communication processes to develop, reinforce, and evaluate communication skills appropriate for public, small group, and interpersonal settings. The course content and experiences will enable students to assume their responsibilities as speaker-listener-critic in a culturally diverse world. In short, the course is designed to make students competent, ethical, critical, confident, and information literate communicators.

COM 110 addresses the following General Education outcomes:

II. intellectual and practical skills, allowing students to

- a. make informed judgments
- c. report information effectively and responsibly
- e. deliver purposeful presentations that inform attitudes or behaviors

III. personal and social responsibility, allowing students to

- a. *participate in activities that are both individually life-enriching and socially beneficial to a diverse community*
- c. interact competently in a variety of cultural contexts

IV. integrative and applied learning, allowing students to

- a. identify and solve problems
- b. transfer learning to novel situations
- c. work effectively in teams

Primary outcomes are indicated in plain text and secondary outcomes are indicated in italics.

ASSIGNMENTS

Exams. There will be a midterm exam and a final exam. Exams will assess your understanding of communication concepts and theories, as well as your application and integration abilities.

Speeches. Each student will present three speeches:

- a. Informative speech (5–7 minutes, no more than 7:30; at least 4 sources must be cited in the presentation and in the references)
- b. Group presentation (25–30 minutes, depending on the number of members; each member must speak at least 5 minutes consecutively; at least 10 sources must be cited in the presentation and in the references)
- c. Persuasive speech (5–7 minutes, no more than 7:30; at least 5 sources must be cited in the presentation and in the references)

All three speeches must be completed to pass the course. Each presentation will be evaluated on content and delivery. Specific details will be clearly outlined in class. Typed outlines and references are required for each (samples will be provided). If you have any concerns about your ability to meet the requirements of this course, please see me.

Participation (Daily Speaking Opportunities). Because Communication as Critical Inquiry is a skills-based, developmental course, participation is essential. It is important that you get these daily speaking opportunities to increase your confidence with your classroom audience. Participation is a function of attendance, demonstration of having read the material, asking questions that extend the thinking of the class and instructor, contributing relevant examples, and demonstrating respect for the contributions of classmates. Participation will be assessed via in-class activities and the Participation Defense paper. (*Note: Subject to instructor—while participation must be assessed, the mechanism is up to the instructor. Typically, instructors will use participation logs or journaling, or participation sheets, which are a daily self-assessment of preparation for participation in class.*)

“Any Old Bag” Presentation. On the second day of class, you will give a two-minute presentation designed to introduce yourself to your peers. (Full instructions and assignment expectations will be explained in class.)

Communication Improvement Profile (CIP). In this brief paper, you will discuss your unique communication style and behaviors and identify three specific areas for improvement. Full assignment instructions and expectations can be found in your COM 110 Spiral Workbook.

Synthesis Paper. In this paper, you will reflect on your work throughout the semester and analyze how your communication style and behaviors have changed. Full assignment instructions and expectations can be found in your COM 110 Spiral Workbook.

Participation Defense. In this paper, you will use your critical thinking skills to make an argument for what participation grade you deserve for the semester. You will need to support your claims with concrete evidence from in-class discussions and activities. *Important:* If you were absent four times during the semester, 10 points will automatically be deducted from your participation grade. If you were absent five or more times during the semester, 15 points will automatically be deducted from your participation grade.

Preparing to Participate (P2P) Questions. Each chapter of the text includes several Preparing to Participate (P2P) questions, which are designed to help you to make meaningful contributions to classroom discussions. You are required to answer all P2P questions for 13 out of the 18 chapters of the text. P2Ps are due *before* class begins.

Activities/Quizzes. Throughout the semester, we will engage in various activities designed to make you think about course content in new and different ways. Sometimes, these activities may be paired with short assignments that are worth points. Please listen carefully for when these assignments are due. Total activity points will be determined before the final exam at the end of the semester. Quizzes over course content may be given at any time.

ASSIGNMENT FORMAT*

Assignments must be typed in 12-point Times New Roman font, double-spaced (except for the heading, which is single-spaced), and have one-inch margins. Headings should appear in the top left corner of the page and include the following information: your name, the date, and the title of the assignment. No other information should be included. Points will be deducted at my discretion for failure to follow proper formatting guidelines. Please take pride in your work and proofread it carefully for spelling and grammar errors before turning it in. Additionally, be sure to staple all assignments consisting of two or more pages. Points may be deducted from your assignment if it is not stapled.

*This format does not apply to P2Ps.

EVALUATION*

Informative Speech	100 pts.
Group Speech	100 pts.
Persuasive Speech	100 pts.
CIP	25 pts.
Synthesis Paper	40 pts.
Participation Defense	50 pts.
Midterm Exam	100 pts.
Final Exam	100 pts.
P2Ps	65 pts.
“Any Old Bag” Presentation	10 pts.
Syllabus Contract	5 pts.
Activities/Quizzes	TBA

Total: TBA

*Evaluation criteria and point values are subject to change. Any changes will be explicitly communicated to you via email and/or in class.

The grading scale is a standard ten percentage point scale:

90-100% = A; 80%-89% = B; 70%-79% = C; 60-69% = D; below 60% = F

At least 50% of the participation grade will be based on daily speaking opportunities for each student. The combination of the portfolio and participation grade will not exceed 100 pts. without an additional, graded speaking opportunity. Assigned grades for speeches must comprise at least 50% of the overall grade.

COURSE POLICIES

Illinois Articulation Initiative. The Illinois Articulation Initiative is designed to allow students to transfer course credit between institutions. The IAI requires that all COM 110 students present at least three speaking opportunities that include research and are five minutes, or longer, in duration. Additionally, these presentations and speaking opportunities (participation) must comprise 50% of the overall grade.

Speech Lab. You are encouraged to visit the Speech Lab at least once during the semester to practice your speech. It is recommended that you plan a visit to the Speech Lab at least one week before your presentation so you have enough time to synthesize and incorporate the feedback you receive. Ultimately, the Speech Lab can be a useful tool for improving the quality of your speech and public speaking skills. To schedule an appointment in the Speech Lab, call (309) 438-4566 or go to Fell 032 and schedule in person. Remember to book your appointment early, as there are a great number of students trying to make appointments. You must bring a completed outline to the appointment. **You must also schedule an appointment at least 24 hours before the date you are scheduled to deliver your speech in class, or you will not be able to use the Speech Lab. If you need to change or cancel your appointment, you will need to call the Speech Lab at (309) 438-4566 or stop by in person (Fell Hall 032) 24 hours in advance. If you fail to cancel your appointment 24 hours in advance you will not be allowed to use the Speech Lab again.**

Cheating/Plagiarism. Students are expected to be honest in all academic work, consistent with the academic integrity policy as outlined in the *Code of Student Conduct*. All work is to be appropriately cited when it is borrowed, directly or indirectly, from another source. Unauthorized and unacknowledged collaboration on speech topics and/or the presentation of someone else's work warrants plagiarism.

Students found to inadvertently commit acts of dishonesty will receive appropriate penalties specific to the assignment in question. Students found to commit intentional acts of dishonesty will receive a failing grade in the course and will be referred for appropriate disciplinary action through Student Conduct and Conflict Resolution Office.

Special Needs. Any student needing to arrange a reasonable accommodation for a documented disability and/or medical/mental health condition should contact Student Access and Accommodation Services at 350 Fell Hall, (309) 438-5853, or visit the website at StudentAccess.IllinoisState.edu.

Mental Health Resources. Life at college can get very complicated. According to recent research, nearly 40% of college students are at-risk for developing generalized anxiety disorder and are less likely to seek help for it compared to other mental health issues. Students may also feel overwhelmed, experience depression, or struggle with relationship difficulties. Many of these issues can be effectively addressed with a little help. Student Counseling Services (SCS) helps students cope with difficult emotions and life stressors. Student Counseling Services is staffed by experienced, professional psychologists and counselors who are attuned to the needs

of college students. The services are FREE and completely confidential. Find out more at Counseling.IllinoisState.edu or by calling (309) 438-3655.

Illinois State University Bereavement Policy. If a student experiences a death of an immediate family member or relative as defined below, the student will be excused from class for funeral leave, subsequent bereavement, and/or travel considerations. The student will provide appropriate documentation and arrange to complete missed classroom work as soon as possible according to the process outlined below.

Upon notification of the absence and proper documentation, each faculty member shall excuse the student from class according to this policy and provide an opportunity to complete missed exams, quizzes, and other required work. Ultimately, the student is responsible for all material covered in class and must work with each individual professor as soon as they return to complete any required work. Details can be found at the following website:

<http://policy.illinoisstate.edu/students/2-1-27.shtml>

BEHAVIORAL EXPECTATIONS POLICIES

Professional Courtesy. Professional courtesy includes respecting others' opinions, not interrupting in class, being respectful to those who are speaking, and working together in a spirit of cooperation. I expect you to demonstrate these behaviors at all times in this class. With that in mind, sleeping, reading materials irrelevant to class purposes, texting, or disrupting the class will not be tolerated and will result in the student being considered absent for that particular class period.

Presentation Etiquette. On presentation days, you have dual responsibilities as a speaker and an audience member. When you are presenting, you will dress appropriately. When you are an audience member, you will be attentive and ask challenging but constructive questions when the presentation is finished. Because most people are nervous when they present, you will be supportive both verbally and nonverbally. You will never enter or leave the room while a presentation is in progress.

Behavioral Expectation Policy. Should any student violate the expectations of appropriate classroom behavior (as mentioned in the professional courtesy and presentation etiquette policies above), the instructor will schedule a meeting to discuss these expectations and develop a behavioral modification plan. If these behaviors persist, you will be at-risk for failing the course.

Attendance. You are expected to come to class prepared and on time. That being said, sometimes life gets in the way of attending class—I get it! Therefore, you can be absent up to three (3) times during the semester without it affecting your participation grade. (However, *all* students are required to attend speech days and exam days—see next paragraph.) Generally, I only recognize two types of excused absences: University-excused absences and absences due to bereavement.

You are responsible for all material missed while absent. *Important:* If you are more than 15 minutes late for class, you will be marked absent. If you are caught sleeping in class, you will be marked absent (and you may be asked to leave).

If you miss your assigned speech day (and do not have a university-excused absence or provide me with acceptable documentation), you will lose 20% off the grade for your speech. If you skip a speech day when you are not presenting, you will lose 10% off the grade for your speech. If you are late on a speech day, you will lose 10% off the grade for your speech. Support your classmates; respect your classmates. Information on university-excused absences can be found at the following website: <http://policy.illinoisstate.edu/students/2-1-20.shtml>

Email. Email is the best way to contact me. I will do my best to respond to all emails within 24 hours during the week and 48 hours on the weekend. *Important:* You must email me from your @ilstu.edu account. Also, professionalism in email is essential. Please write clearly and concisely and use proper grammar.

Cell phones. Unless otherwise instructed, cell phones should remain silent and out of sight during class. Texting/using your phone in class is disrespectful to me and to your classmates. *Important:* If your phone rings/vibrates or you are caught texting during someone else's speech, you will lose 10% off the grade for your speech.

Late work. I will accept assignments one class period late for half credit (*Note:* This policy does not apply to final speech materials—see next paragraph). It is imperative that you pay close attention to assignment due dates and make sure your work is turned in on time.

If you do not turn in your final speech materials (preparation outline and references page) on your assigned speech day, you will not be allowed to speak. As a result, you will lose 20% off the grade for your speech.

SCHOOL OF COMMUNICATION RESEARCH POOL WEBPAGE

Additionally, there will be a few extra credit opportunities for research participation. The extra credit points will be added to your final grade and may not necessarily appear in the gradebook immediately upon your completion of the opportunity. There are no guarantees for extra credit, and it is each student's responsibility to be aware of and take advantage of such opportunities. You may receive extra credit for participating in any of the studies in the School of Communication's Research Pool. The Research Pool is updated as research studies are opened/closed, and it is your responsibility to access the Pool and be aware of available opportunities. The Research Pool can be accessed via:

<https://sites.google.com/site/ilstusocstudies/>

In general, each 30 minutes of participation in an extra credit study will earn you .5 Research Credits. Each Research Credit is worth an additional 0.5% of your total possible final grade in this course. For example, if you participate in a research study that requires you to spend an hour in a lab (i.e., 1 Research Credit), and your course is based on a 1000-point total, your participation would provide 10 points to your final grade. Each project listed on the Research Pool site will indicate the specific number of Research Credits associated with the project. I will get evidence of participation and the time of participation from the researcher(s) who administer the research studies at the conclusion of the semester; however, it is *your* responsibility to make sure that the researchers have the necessary evidence of your participation at the time of the study. Before participating in a study, **please be sure to have your name, ULID** (i.e., the part of your email before @ilstu.edu), **instructor name, and course and section number ready**, as you will need to provide these to receive credit. Research Credit can only be applied to one course for each study, unless specified otherwise in the Research Pool. A maximum of 5% of your final course grade can be earned from extra credit opportunities via the Research Pool. After the final exam there will be no further opportunities for extra credit or to otherwise improve your grade.

Please also be aware that federal guidelines indicate that instructors offering extra credit for research participation must offer a reasonable alternative (such as a research paper) for students who want to earn extra credit but do not want to participate in a study.

For each research study you participate in, I will award 2 points of extra credit (up to 6 total points).

SYLLABUS CONTRACT (*Due Thurs., Aug. 22nd*)

By signing below, I certify that I have read the syllabus for Alex Kritselis's COM 110 class and agree to comply with the terms for required coursework and acceptable classroom behavior.

Signature: _____

Name (please print): _____ Date: _____

Major: _____

Please list any previous public speaking experience, if any:

What are your career interests?

What's one thing about you that might surprise people who don't know you?

What's your favorite musician/band/song right now?

What's your favorite movie or television show?

What's one thing you want your instructor to know?

Tentative Course Schedule*

Week	Date	Day	Chapter(s)	Material Covered	Assignment(s) Due
1	8/20	T		<ul style="list-style-type: none"> Course Introduction & Syllabus Review Assign "Any Old Bag" Speech & Syllabus Contract 	
	8/22	Th.		<ul style="list-style-type: none"> "Any Old Bag" Presentations 	"AOB" Presentation Syllabus Contract
2	8/27	T	1 & 2	<ul style="list-style-type: none"> Introduction to Communication Communication Confidence 	Chs. 1 & 2 P2Ps
	8/29	Th.	3 & 4	<ul style="list-style-type: none"> Ethical Communication Perception & Self-Concept Assign CIP 	Chs. 3 & 4 P2Ps
3	9/3	T	5 & 6	<ul style="list-style-type: none"> Choosing Topics Analyzing Your Audience Assign Informative Speech 	Chs. 5 & 6 P2Ps
	9/5	Th.	7 & 8	<ul style="list-style-type: none"> Supporting Material Organizing Ideas 	Chs. 7 & 8 P2Ps Informative Topics CIP
4	9/10	T	9 & 10	<ul style="list-style-type: none"> Outlining the Presentation Beginning & Ending... 	Chs. 9 & 10 P2Ps
	9/12	Th.	11 & 12	<ul style="list-style-type: none"> Using Appropriate Language Designing Presentation Aids 	Chs. 11 & 12 P2Ps
5	9/17	T	13	<ul style="list-style-type: none"> Delivering the Presentation 	Ch. 13 P2Ps
	9/19	Th.		<ul style="list-style-type: none"> Informative Delivery Workshop 	
6	9/24	T		Informative Speeches	Final Speech Materials
	9/26	Th.		Informative Speeches	Final Speech Materials
7	10/1	T		Informative Speeches	Final Speech Materials
	10/3	Th.		<ul style="list-style-type: none"> Debrief Informative Speeches Assign Group Speech Topic Selection Activity 	Bring Laptops
8	10/8	T		<ul style="list-style-type: none"> Midterm Review (Chs. 1–13) 	
	10/10	Th.		Midterm Exam (Chs. 1–13)	
9	10/15	T	14 & 15	<ul style="list-style-type: none"> Communicating in Groups Listening & Critical Thinking 	Chs. 14 & 15 P2Ps Group Topics
	10/17	Th.		<ul style="list-style-type: none"> Group Speech Delivery Workshop 	Outline (Rough Draft) Bring Laptops
10	10/22	T		Group Speeches	Final Speech Materials
	10/24	Th.		Group Speeches	Final Speech Materials
11	10/29	T		<ul style="list-style-type: none"> Debrief Group Speeches 	Bring Laptops

				<ul style="list-style-type: none"> • <i>Assign Persuasive Speech</i> • Topic Selection Activity 	
	10/31	Th.	16	<ul style="list-style-type: none"> • Persuasive Principles 	Ch. 16 P2Ps
12	11/5	T	17	<ul style="list-style-type: none"> • Building Arguments • <i>Assign Synthesis Paper & Participation Defense</i> 	Ch. 17 P2Ps Persuasive Topics
	11/7	Th.		<ul style="list-style-type: none"> • Persuasive Speech Delivery Workshop 	Outline (Rough Draft) Bring Laptops
13	11/12	T		<ul style="list-style-type: none"> • Persuasive Speech Delivery Workshop 	Outline (Rough Draft) Bring Laptops
	11/14	Th.		Persuasive Speeches	Final Speech Materials
14	11/19	T		Persuasive Speeches	Final Speech Materials
	11/21	Th.		Persuasive Speeches	Final Speech Materials
15	11/26	T		**NO CLASS—FALL BREAK**	
	11/28	Th.		**NO CLASS—FALL BREAK**	
16	12/3	T	18	<ul style="list-style-type: none"> • Using Communication for the Common Good • Final Exam Review 	Ch. 18 P2Ps
	12/5	Th.		<ul style="list-style-type: none"> • Final Exam Review 	Synthesis Paper Participation Defense
FINAL EXAM DATE & TIME TO BE ANNOUNCED					

*This schedule is tentative and subject to change. Any changes will be explicitly communicated to you via email and/or in class.