

# COMMUNICATION AS CRITICAL INQUIRY (COM 110)

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<b>Instructor:</b>	Christine Bruckner	<b>Office Hours:</b>	by appointment only
<b>Office:</b>	CESL (across from CVS)	<b>Phone:</b>	309-438-1133
<b>Email:</b>	cbruckn@ilstu.edu	<b>Section:</b>	004
<b>Classroom:</b>	Fell 158	<b>Meeting time:</b>	MWF 8:00am-8:50am

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## COURSE MATERIALS

### 1. COM 110 Top Hat eBook:

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

You are required to have an eBook for COM 110, which you will access through the interactive platform Top Hat. This platform will allow you to engage with the textbook and complete assignments for the course. You will receive an invitation from Top Hat to register your book with your section of the course. You may purchase eBook access directly from Top Hat or at the bookstores.

### 2. Spiral Workbook:

Simonds, C. J., Hunt, S. K., & Hooker, J.F. (2019). *Communication as critical inquiry: Supplementary materials packet*. Champaign, IL: Stipes Publishing.

Students 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](http://Bit.ly/COM_110)

The workbook will be available for the students to pick up in the Communication Resource Center located in the basement of Fell Hall 1-2 business days after the online purchase. Students will need to show their ISU ID card and Resource Center workers will verify they have purchased the book and give it to them at that time.

#### Communication Resource Center – Fell 034

Open August 19-August 30

#### Hours of Operation

Monday—Thursday 9:00 a.m.-6:00 p.m.

Friday—9:00 a.m.-3:00 p.m.

### 3. Access to and frequent checking of an ISU email account

### 4. Access to ReggieNet

## 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
  - b. report information effectively and responsibly
  - e. deliver purposeful presentations that inform attitudes or behaviors
- III. personal and social responsibility, allowing students to
  - c. *participate in activities that are both individually life-enriching and socially beneficial to a diverse community*
  - d. 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

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<i>Exams</i>	There will be one midterm and one comprehensive final exam.
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<i>Speeches</i>	<p>Each student will present three speeches:</p> <ul style="list-style-type: none"> <li>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)</li> <li>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)</li> <li>c. Persuasive speech (5-7 minutes, no more than 7:30; at least 3 new sources in addition to sources used in the group speech must be cited in the presentation and in the references)</li> </ul> <p><b>All three speeches must be completed to pass the course.</b> (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</p>
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presentations and speaking opportunities (participation) must comprise 50% of the overall grade.).

Each presentation will center on a specific prompt. Any topic that fits the prompt can be chosen. All speeches will be evaluated on content and delivery. Specific details will be clearly outlined in class, on ReggieNet, and in your spiral. Typed outlines and references are required for each speech. You are welcome to bring in first-drafts of your outlines for instructor feedback. I ask that you bring in the outline at least two class periods before your speech is to be given. This will give me enough time to give you proper feedback.

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*Portfolio:* The portfolio is a collection of your work in this course over the semester. It will include your written assignments completed throughout the course of the semester and several additional assignments. (*Hint: KEEP EVERYTHING!!!*)

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*Participation:* COM 110 is a skills-based, developmental course which means that participation is essential. 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 using a "Participation Report" that will be conducted at the midterm and the end of the course. A detailed description of the Participation Report can be found in ReggieNet.

In addition, "Preparing to Participate" (P2Ps) sections in the text will be assigned for you to complete within the eBook platform. These P2P questions will help you follow classroom discussions in that I will not typically lecture over the material included in the book. Instead, we will engage in classroom activities and discussions to apply the concepts read in the book.

**NOTE: You will not receive a study guide for either exam. Your P2P exercises will serve as your study guide!**

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*Speech Lab:* You are **strongly encouraged** to visit the speech lab for at least one of your presentations. The speech lab is located in the basement of Fell Hall in room 032. You can practice your speech, have it video recorded, and get feedback from a COM 110 instructor. It is also recommended that you plan a visit to the speech lab at least one week before your speech so you have enough time to synthesize the feedback received from the attendant and incorporate it into your speech.

Because of the large volume of students using the lab, **appointments are required**. Call the Speech Lab at 309-438-4566 or stop by room 032 to make an appointment. If you need to change or cancel your appointment, you will need to call or stop by 24 hours before your scheduled appointment. Failure to do so will result in being unable to go to the Speech Lab for the rest of the semester.

If you attend the speech lab and include the feedback form in your speech materials, you will receive 5 points of extra credit towards your speech.

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## EVALUATION

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.

<b><u>Exams (150 total points):</u></b>	<b><u>Your Points / Points Possible</u></b>	
Midterm Exam	____ /	75
Final Exam	____ /	75
<b><u>Speeches (310 total points):</u></b>		
Introduction Speech	____ /	10
Informative Speech	____ /	100
Group Presentation	____ /	100
Persuasive Speech	____ /	100
<b><u>Assignments (80 total points):</u></b>		
P2Ps (18 @ 3pts.)	____ /	54
Speech Peer Evaluations (4 @ 4pts.)	____ /	16
Speech Self-Evaluations (2 @ 5pts.)	____ /	10
<b><u>Portfolio (30 total points):</u></b>		
CIP Paper	____ /	10
Final Synthesis Paper	____ /	20
<b><u>Participation (50 total points):</u></b>		
Participation Reports (2 @ 25 pts)	____ /	50
<b><u>Total:</u></b>	<b>____ /</b>	<b>620</b>

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

## COURSE POLICIES

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### *Attendance*

Regular attendance is expected, and daily attendance will be taken. Being absent will deprive you of valuable class discussions and will also prevent you from fulfilling certain graded in-class activities which cannot be made up. You are ALWAYS responsible for all material distributed in your absence.

#### **Attendance on speech days is mandatory, no exceptions.**

You will have 2 "Free-bees" throughout the semester – you may use them at your discretion, no questions asked (**with the exception of ALL speech days**). These 2 days will not count against your Participation Report; however, anything that is due on the day you choose to miss, you will not receive credit on unless it has been turned in early. For any absence to be counted as excused, documentation is required.

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<i>Cheating &amp; Plagiarism</i>	<p>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.</p> <p>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.</p>
<i>Professional Courtesy</i>	<p>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.</p>
<i>Presentation Etiquette</i>	<p>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.</p>
<i>Behavioral Expectation Policy</i>	<p>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.</p>
<i>Student Accommodations</i>	<p>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 <a href="http://StudentAccess.IllinoisState.edu">StudentAccess.IllinoisState.edu</a>.</p>

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## UNIVERSITY POLICIES AND RESOURCES

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<i>University Bereavement Policy</i>	<p>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.</p>
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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>

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*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 also sometimes feel overwhelmed, lost, experience depression, and struggle with relationship difficulties or diminished self-esteem. However, 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](http://Counseling.IllinoisState.edu) or by calling (309) 438-3655.

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### Tentative Course Schedule

Week	Date	Day	Ch.	Material Covered	Assignment Due
1	Aug-19	M		Syllabus Review and Introduction <i>(Assign Introductory Speech)</i>	
	Aug-21	W		Introductory Speeches <i>(Assign CIP)</i>	<b>Introductory Speech Syllabus Contract</b>
	Aug-23	F	1	Introduction to Communication	<b>Ch. 1 P2P</b>
2	Aug-26	M	2	Communication Confidence	<b>Ch. 2 P2P</b>
	Aug-28	W	3	Ethical Communication	<b>Ch. 3 P2P</b>
	Aug-30	F	4	Perception and Self Concept <i>(Assign Informative Speech)</i>	<b>Ch. 4 P2P CIP Paper Due</b>
3	Sep-2	M		<b>NO CLASS - LABOR DAY</b>	
	Sep-4	W	5	Choosing Topics	<b>Ch. 5 P2P</b>
	Sep-6	F	6	Analyzing Your Audience	<b>Ch. 6 P2P</b>
4	Sep-9	M	7	Supporting Material	<b>Ch. 7 P2P</b>
	Sep-11	W	8	Organizing Ideas	<b>Ch. 8 P2P</b>
	Sep-13	F	9	Outlining the Presentation	<b>Ch. 9 P2P</b>
5	Sep-16	M	10	Beginning and Ending the Presentation Midterm Review	<b>Ch. 10 P2P</b>
	Sep-18	W		<b>MIDTERM (Chapters 1-10)</b>	
	Sep-20	F	11	Using Appropriate Language	<b>Ch. 11 P2P</b>
6	Sep-23	M	12, 13	Designing Presentation Aids / Delivering the Presentation	<b>Ch. 12 P2P Ch. 13 P2P</b>
	Sep-25	W		Evaluating Speeches Informative Speech In-Class Workshop	
	Sep-27	F		<b>Informative Speeches</b>	
7	Sep 31	M		<b>Informative Speeches</b>	
	Oct-2	W		<b>Informative Speeches</b>	
	Oct-4	F		<b>Informative Speeches</b> <i>(Assign Group Speech and Groups)</i>	
8	Oct-7	M	14	Communicating in Groups Group Activities	<b>Ch. 14 P2P Bring Laptops to Class</b>
	Oct-9	W		Group Activities and Workshop <i>Develop group contract</i>	<b>Bring Laptops to Class</b>
	Oct-11	F		Group in Class Workshop <i>Explore topics – email topic ideas to Christine</i>	<b>Bring Laptops to Class</b>
9	Oct-14	M		Group in Class Workshop <i>Finalize topics and begin identifying sources Begin Rough Draft Outline</i>	<b>Bring Laptops to Class</b>
	Oct-16	W	15	Listening <i>(Audience Analysis)</i>	<b>Ch. 15 P2P Rough Draft Group Outlines due</b>

	Oct-18	F		Group in Class Workshop	<b>Practice Group Speech</b>
<b>10</b>	Oct-21	M		<b>Group Speeches</b>	
	Oct-23	W		<b>Group Speeches</b>	
	Oct-25	F		<b>Group Speeches</b>	
<b>11</b>	Oct-28	M	16	Understanding Persuasive Principles (Assign Persuasive Speech)	<b>Ch. 16 P2P</b>
	Oct-30	W	17	Toulmin Model	<b>Ch. 17 P2P Persuasive Speech Topics Due</b>
	Nov-1	F	17	Logical Fallacies (Audience Analysis)	
<b>12</b>	Nov-4	M	17	Logos, Ethos, Pathos	<b>Sign up for rough draft persuasive speech meetings</b>
	Nov-6	W		Persuasion Activities/Review	
	Nov-8	F		Persuasive Speech Meetings with Instructor	
<b>13</b>	Nov-11	M		Persuasive Speech Meetings with Instructor	
	Nov-13	W	18	Using Communication for Common Good	<b>Ch. 18 P2P</b>
	Nov-15	F		<b>Persuasive Speeches</b>	
<b>14</b>	Nov-18	M		<b>Persuasive Speeches</b>	
	Nov-20	W		<b>Persuasive Speeches</b>	
	Nov-22	F		<b>Persuasive Speeches</b> (Assign Synthesis Paper)	
<b>15</b>	Nov-26	M		<b>NO CLASS</b>	<b>FALL BREAK</b>
	Nov-28	W			
	Nov-30	F			
<b>16</b>	Dec-2	M		Portfolio Workshop	
	Dec-4	W		Deliberative Dialogue Activity	
	Dec-6	F		Final Exam Review (Chapters 11-18)	<b>Portfolios Due</b>
<b>17</b>	<b>FINAL EXAM WEEK - Date &amp; Time to Be Determined</b> <b>Portfolios returned day of final</b>				

**\*\* This schedule is tentative and subject to change. However, you will be explicitly notified of any changes to the syllabus. \*\***