

**Course Syllabus**

**SPCH 1318 (3:3:0)  
ONLINE**

**Interpersonal Communication**

**Communication Department**

**Division of Arts and Sciences**

**Levelland**

**South Plains College**

**FALL 2022**

**Janine Fox**

**Course Syllabus**  
**SPCH 1315 ONLINE Interpersonal Communication**

**Instructor Information:** *Janine Fox*

**Office:** *Communication Building Room 142*

**Email:** *jfox@southplainscollege.edu* **Phone:** *(806)-716-2452*

**Office hours:** *Monday 11:00am - 12:30pm*

*Tuesday 2:15pm - 3:15pm*

*Wednesday 11:00am - 12:30pm*

*Thursday 2:15pm - 3:15pm*

*Friday 9:00am - 12:00pm between LBK/LEV please make appointment!*

\*This syllabus is a tool, not a legal contract. College and department policies are firm, but the professor reserves the right to modify, supplement, or make changes as need arises.\*

**Department:** Communication Department

**Discipline:** Communication Studies

**Credit:** 3 hours online

This course satisfies a core curriculum requirement in Speech

**Prerequisites:** There are no prerequisites for this course.

**Available Formats:** online

**Campus:** Levelland, Reese, ATC and Plainview

**Digital Textbook:** Communication Pathways, Valenzano, Broeckelman-Post, Sahlstein Parcell with **Top Hat** access (Inclusive Access: See TexBook statement at the end of your syllabus.)

**Supplies:**

1. Text/ Access code for Top Hat
2. Notebook(s) and pen/pencil/highlighter
3. Access to a computer, webcam, microphone, and high-speed internet for online work.

**Course Description:** 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.

KEEP IN MIND; the content of the class is distributed online, through your reading. If you have any concerns about self-paced online work, you should consider an alternate class.

**Student Learning Outcomes:** Upon successful completion of this course, students will:

1. Exhibit understanding of interpersonal theories and principles.
2. Demonstrate ability to analyze and critique verbal and nonverbal interactions in mediated and face-to-face contexts.
3. Identify perceptual processes as they relate to self and others.
4. Demonstrate critical thinking ability by effectively researching, evaluating, and applying communication theories in oral and/or written assignments.
5. Demonstrate understanding of the relevance of cross-cultural, co-cultural, gender and age influences on human communication.
6. Demonstrate ability to identify, evaluate, and apply conflict styles and conflict management techniques in dyads and/or groups.
7. Identify types of and barriers to effective listening.

### Technical Requirements

- Desktop or laptop computer
- High speed internet access
- SPC E-mail
- Microsoft Office
- Adobe Reader (download from [Adobe.com](http://Adobe.com) )
- Flash Player (download from [Adobe Flashplayer](http://Adobe Flashplayer) )
- Audio and video capabilities (for watching and listening to course content)
- Web camera and microphone (for video conferencing/speeches)
- A USB headset with microphone or headphones (for video conferencing)
- All software needs to be updated on computer or laptop

### Technical Skill Requirements

Be comfortable with the following

- Microsoft Word or word processor that can save Word compatible files (.doc)
- Using email for communication, attaching documents
- Internet search engines and browsers
- Recording and uploading video files. Not having access to technology will not be tolerated as an excuse for failure to submit assignments.
- The ability to download video files, or to stream files.

**Academic Honesty:** It is my expectation and the institution's that appropriate citation and documentation is given for materials and information obtained from other sources. Cases of plagiarism will be treated, as will any case of academic dishonesty, with *at least* a failing grade for the assignment/examination. In addition, the student may be dropped from the course with a failing grade. See the **SPC Student Handbook** for more information.

### Course Requirements:

1. You will be tested on class lecture/discussion materials on scheduled exams.
2. To take thorough notes, study all lecture material, informational handouts, and assigned readings, and work/prepare in a language understood by instructor and class (English).
3. To actively participate in class discussions and group activities.

4. To show maturity/professionalism in preparation of assignments and in classroom behavior. (*Disruptive/inappropriate behavior may result in being dropped from class.*)
5. To show courteousness to fellow classmates/speakers.
6. To initiate consultations with the instructor whenever assistance is needed regarding class assignments.
7. To appropriately cite information obtained from other sources. Cases of plagiarism will be treated as will any case of academic dishonesty, with at least a failing grade for the assignment or examination.
8. To initiate withdrawal from the course if absences/ missed work become excessive.
9. Students cannot pass the course and may be dropped if missing multiple major grades.

**Disabilities Statement:** Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Lubbock Centers (located at the Lubbock Downtown Center) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

**Non-Discrimination Statement:** South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Title IX Pregnancy Accommodations Statement:** If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Health and Wellness at 806-716-2529.

**Diversity Statement:** In this class, I will establish and support an environment that values and nurtures individual and group difference and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. Great value is placed on freedom of expression, however certain topics are considered overdone or cliché. These topics will NOT be approved for presentations, so it is important to discuss topic selection for each speech. Some topics may be controversial, so open and honest dialogue will be allowed. Keep in mind that each person has a valuable opinion and our goal is to present sound, reasonable examples and NOT to harass or berate. If we follow these simple rules, no person should be offended, even if they disagree. If you feel there has been some offense made, it is your responsibility to bring it to my attention, in private, as soon as possible.

**Contacting your Instructor:** It is important you develop a network of your peers that will allow you to get specific information more quickly. That being said, I am available for you to contact me if

you have questions or concerns about your progress in this class etc. You may do that by phone if necessary, but email is preferred. I DO NOT RESPOND TO MESSAGES IN BLACKBOARD.

You will find my information on this syllabus or the directory at:

<http://www2.southplainscollege.edu/information-for/employees/employee-directory>

### Assessment and Grading:

This department supports university policies of academic excellence as noted in the student handbook. Interpretation of grades should be considered within the university framework: A=excellent, B=good; C=average; D=inferior; and F=failure.

Grades will be calculated based on the amount of points students earn, interpreted as:

**A=900-1000, B=800-899, C=700-799, D=600-699, F=599 and below.**

		Points Earned:
<u>Module 1</u>		
Chapter Quizzes	(4x25 points each)	_____ = _____
Discussion Questions	(4x10 points each)	_____ = _____
The Way We See Me Project		
Image uploads	(3x10 points each)	_____ = _____
Evaluation	(70 points)	_____ = _____
 <u>Module 2</u>		
Chapter Quizzes	(3x25 points each)	_____ = _____
Discussion Questions	(3x10 points each)	_____ = _____
Listening Activity	(50 points)	_____ = _____
 <u>Module 3</u>		
Chapter Quizzes	(4x25 points each)	_____ = _____
Discussion Questions	(4x10 points each)	_____ = _____
Research Paper	(100 points)	_____ = _____
 <u>Module 4</u>		
Chapter Quiz	(25 points)	_____ = _____
Discussion Question	(10 points)	_____ = _____
Conflict Management Activity	(50 points)	_____ = _____
Group Infographic Assignment	(100 points)	_____ = _____
Group Evaluation	(30 points)	_____ = _____
VLOG Assignment	(50 points)	_____ = _____
<u>Final Exam</u>	(100 points)	_____ = _____

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<b>Points Possible:</b>	<b>1000</b>	<b>Your Total:</b> _____
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\*Detailed descriptions of the assignments will be available in Top Hat. \*

BLACKBOARD USE IS LIMITED FOR THIS CLASS. You will be able to see important information, links to Top Hat, weekly folders etc. in Blackboard as consistent with other SPC courses, but it is easiest to work in Top Hat or the Top Hat app. The due dates will ONLY be posted on your syllabus calendar and in Top Hat and your most accurate gradebook will be in Top Hat also. In addition, I do not accept emailed assignments unless instructed to do so when assigned and do not check messages in Blackboard. Please email me directly at [jfox@southplainscollege.edu](mailto:jfox@southplainscollege.edu).

**Attendance and Tardy Policy:**

Please make sure you have read and understand your Student Handbook for SPC policies. The expectation is that you will login to your platform AND check SPC email regularly.

Whenever absences become excessive and, in the instructor's opinion, minimum course objectives cannot be met, the student should initiate withdrawal from the course. A student who does not meet the attendance/course requirements of class as stated in this syllabus and does not officially withdraw from this course by the official census date of the semester may be administratively withdrawn from that course and receive a grade of "X". Students are responsible for all class work covered during absences. **For online sections**, you **MUST** complete online coursework. If you miss more than 2 major online assignments, you may be dropped from the course.

**Make-Up Policy:** Generally, late/make-up work is NOT accepted. In this online course, you are given ample time to complete assignments. All work has a deadline and deadlines must be met even if the student must be absent from classes. When an unavoidable reason for an absence arises, such as illness, family death, emergency, official trip authorized by the college or an official activity, I **may** permit the student to make up work. Students should communicate with the instructor to confirm a make-up is allowed. Each student will be dealt with on an individual basis. If a student must be absent from completing the online work, they should advise the instructor beforehand if possible and if the student is representing the college, they should have a signed permit from a coach or sponsor. In all cases, it is the student's responsibility to complete work missed within a reasonable amount of time as determined by the instructor In addition, late work may not receive full credit.

**TexBook Program:** This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.

- What is TexBook? The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The fee for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition/fee payment.
- How do I access my TexBook? Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by RedShelf or other links inside your Blackboard course. RedShelf (and many publisher's) ebook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download up to 20% of the book for offline access.
- Help with TexBook issues and support: check with your professor and/or contact <https://solve.redshelf.com/hc/en-us/requests/new>
- Opting out of TexBook: Participating in TexBook is not mandatory, and you can choose to opt-out. However; by opting-out you will lose access to the course [textbook/digital content] and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook charge will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the 12<sup>th</sup> class day. The opt-out deadline for shorter terms varies between the 2<sup>nd</sup> and 3<sup>rd</sup> class day.

\*Please consult with your professor before deciding to opt-out.

If you still feel that you should purchase the course textbook/materials on your own, send an opt-out email to [tfewell4texasbookcompany@gmail.com](mailto:tfewell4texasbookcompany@gmail.com). Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance, contact the SPC Bookstore.

Email: [tfewell@texasbook.com](mailto:tfewell@texasbook.com) / Phone: 806-716-2399

Email: [agamble@texasbook.com](mailto:agamble@texasbook.com) / Phone: 806-716-4610

		Fall 2022 SPCH 1318 Interpersonal ONLINE Course Schedule		
Week	Date - TUES	Weekly "To Do" List	DUE (By 9AM each Tuesday)	
1	30-Aug	Get E-Text. Get Signed in! Go to "Welcome" folder and read/complete Intro to Interpersonal Begin Module 1 READ and DO CH 1 folder	DUE: 9/6 Intro Discussion Question CH 1 Quiz & Discussion Question	
2	6-Sep	Module 1 READ and DO CH 2 folder	DUE: 9/13 CH 2 Quiz & Discussion Question	
3	13-Sep	Module 1 READ and DO CH 3 folder Begin The Way We See Me Activity	DUE: 9/20 CH 3 Quiz & Discussion Question	
4	20-Sep	Module 1 READ and DO CH 4 folder	DUE: 9/27 The Way We See Me Activity	
5	27-Sep	Module 2 READ and DO CH's 5 & 6 folders	DUE: 10/4 CH 4 Quiz & Discussion Question	
6	4-Oct	Module 2 READ and DO CH 7 folder	DUE: 10/11 CH 5 Quiz & Discussion Question CH 6 Quiz & Discussion Question	
7	11-Oct	Module 3 READ and DO CH's 8 & 9 folders Begin Research Paper	DUE: 10/18 CH 7 Quiz & Discussion Question Listening Activity	
8	18-Oct	Module 3 READ and DO CH's 10 & 11 folders	DUE: 11/1 CH 8 Quiz & Discussion Question CH 9 Quiz & Discussion Question	
9	25-Oct	Module 4 READ and DO CH 12 folders Begin Conflict Management Activity Begin Group Project	DUE: 11/8 CH 10 Quiz & Discussion Question CH 11 Quiz & Discussion Question	
10	1-Nov	Continue working on Group Project	DUE: 11/22 CH 12 Quiz & Discussion Question Conflict Management Activity	
11	8-Nov	Begin Group Evaluation Worksheet Begin VLOG	DUE: 11/29 Group Project	
12	15-Nov	Begin FINAL EXAM	DUE: 12/6 Group Evaluation Worksheet VLOG	
13	22-Nov	Final Grades Reported This Week	FINAL Due 12/13/2022	
14	29-Nov			
15	6-Dec			
16	13-Dec			