Course Description:
A course designed to enable students to apply discussion and small group theories and techniques as they relate to group processes and interaction.

Text:

Student Learning Outcomes:
Upon successful completion of the course, students will be able to:

1. Name the characteristics essential for defining a group.
2. Describe the dimensions of group activities.
3. Demonstrate the ability to use different speaking strategies to adapt to group members with different listening styles.
4. Choose interaction strategies that optimize or maximize the group task.
5. Sustain ethical practices as a group member.
6. Contribute to developing a supportive group climate.
7. Describe the critical functions needed for effective decision-making.
8. Select the best procedure for a group decision-making situation.
9. Fulfill some of your group’s leadership functions.
10. Design and lead an effective group meeting.

Course Goals/Objectives:
Upon successful completion of the course, the student will know how to:
1. Organize and conduct small group meetings using a variety of formats
2. Apply verbal and nonverbal communication techniques in the small group process
3. Use effective conflict management strategies in a small group
4. Use team building techniques
5. Use appropriate problem solving techniques to identify, and resolve problems within small groups
6. Use appropriate computer mediated communication technology within a small group discussion.

Student Contributions
ATTENDANCE IN THIS COURSE IS VITAL AND MANDATORY. Speech courses tend to promote student interaction, provoke discussion, and incorporate experiential learning. Not only is your involvement and participation in the class important, but much of the exam information will be provided in a lecture/discussion format and through class handouts.

CLASS PARTICIPATION. Since this is a speech communication course, it is important that you attempt to contribute your ideas, thoughts and feelings to the concepts discussed in class. You are encouraged to voice opinions, respond to questions, and offer comments regarding course content and related topics discussed in class in an appropriate and tactful manner. Common courtesy and attentive listening skills are expected of all students.
Exams will be in different formats and will include material from lecture, texts, class discussions, and handouts. Exams may be taken as make-ups in the Testing Center within one week. Please note that make-up exams are designed to be more difficult than exams taken at regularly scheduled times.

GROUP/TEAM PRESENTATIONS: Students will participate in a variety of small group activities, exercises, and group discussions.

COURSE POLICIES

ACADEMIC DISHONESTY: Academic dishonesty includes cheating, fabrication, plagiarism (written and oral), and facilitating academic dishonesty. Disciplinary options include, but are not limited to, suspension and dismissal. (See the Midland College Student Handbook for a complete explanation of college policy).

CLASSROOM BEHAVIOR: Appropriate classroom behavior including, respect for other's opinions, courteous listening, and considerate use of language is expected of all students. Never enter the classroom while another student is speaking. Inappropriate behavior can result in your removal from the course. See the attached document, Appropriate College Classroom Behavior, for insight into the instructor's expectations.

ORAL COMMUNICATION CENTER: All Speech students have access to the OCC facilities, which will be explained and detailed in class. Recording of the oral presentations will take place in the OCC.

Evaluation of Students

Departmental Guidelines for Student Grading

An "A" student attends regularly, follows all instructions, completes all oral and written work at the time assigned, grades average "A," participates frequently and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students.

A "B" student attends consistently, follows all instructions, completes all oral and written work at the time assigned, grades average "B," participates frequently and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students.

A "C" student attends frequently, follows all instructions, completes all oral and written work, grades average "C," participates occasionally and appropriately in class discussion, and projects a positive attitude toward subject matter and fellow students.

A "D" student attends infrequently, follows all instructions, completes all oral and written work, grades average "D," participates infrequently and inappropriately in class discussion, and projects a negative attitude toward subject matter and fellow students.

An "F" student does not complete all assignments, participates infrequently and inappropriately in class discussion, projects a negative attitude toward subject matter and fellow students, and misses more than four class sessions.
Instructor Contact Information

Name:
Office phone:
Office hours:
Office location:
E-mail address:
Division Secretary: Lula Lee, 141 AFA
Office phone: 685-4624
Note: Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.