

Interpersonal Communications – COMM 2110 – Tuesday/Thursday 1:00-2:20

Professor: Hayden Coombs, Centrum 213K, Office Hours by Appointment
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Required Text:

Looking Out, Looking In (2013) 14th Edition
Ronald B. Adler, Russell F. Proctor II
ISBN-13: 978-0840028174, ISBN-10: 1285070569



Recommended Readings:

APA Style Guide

Course Description:

The study of Interpersonal Communication is the study of interaction between people. It is not only the conversation, but the study of relationships, problems, and situations and how they can be dealt with in a positive manner. This course is designed to study interpersonal communication from a descriptive as well as analytical point of view. The topics of interpersonal relationships, self-concept, perception, emotions, verbal and nonverbal language, listening, intimacy, climate, and conflict will be discussed. Possible methods of enhancing interpersonal communication situations will be practiced through discussion, role play, writing, and observance.

** This course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.*

Course Goals and Objectives:

1. The student will understand the need to reflect upon interpersonal communication practices.
2. The student will gain knowledge of concepts, theories, and research findings in interpersonal communication.
3. The student will develop and practice communication skills in a supportive environment.
4. The student will learn the vocabulary of interpersonal communication theory and practice.
5. The student will understand various contexts (friendship, family, etc.) in which interpersonal communication occurs.

Class Policies:

- 1. Attendance-** This is a face-to-face class for a reason: It is essential that all students attend class. Attendance will be taken at every class. Absences due to university activities (e.g., debate, sports, etc.) must be discussed with me no later than one week before the relevant class period(s). Written documentation for a university-sanctioned absence must be provided. Arrangements concerning absences are entirely at my discretion.
- 2. Participation-** Participation and attendance also includes, but is not limited to: Attending class regularly and on time, Participating in class discussion on concepts in the readings for that day, Being focused and practicing good listening skills, Contributing meaningfully to group discussion and exercises, Relating class material to your own experience and the outside world during class discussions.
- 3. Academic Dishonesty-** Cheating on exams and plagiarism of papers constitutes grounds for failure of that assignment, and potential failure of this course. Please see me if you need help or an extension of time on assignments.
- 4. Cell Phone Usage-** Electronic devices such as laptops and tablets are powerful learning tools in the

classroom. Students are encouraged to use them at appropriate times. Cell phones, however, are not permitted in my classroom. They are distracting for you and your classmates and keep me from reaching our desired learning objectives. If I catch you using your cell phone, I will ask you to bring it to me. The second time I catch you with your phone, you will drop an entire letter off your final grade. If I catch you with your phone a third time, you will receive an automatic F in this course.

5. Late Work- Unless we have made previous arrangements, late work will not be accepted. I am willing to discuss deadlines extensions during class hours.

6. Extra Credit- I am still a student myself, so I know what it is like to be in your shoes. I also do not want any of you to fail my course. I will provide multiple opportunities for students to earn extra credit throughout the semester.

7. Out of Class Contact- My office hours are determined by appointment only. The best way to get in contact with me outside of class is with a simple text message. Feel free to text, call, Facebook message, or email me at any time. I will respond at my earliest convenience, but am most likely to give you a quick response if you text me.

8. Grading- I use a standard grading scale (90-100% = A, 80-89% = B, etc.). Occasionally, students are unsatisfied with some dimension of the course. If you have a concern at any time during the course, please come speak with me directly either during office hours, by appointment, or via email. I enforce a “24/7 rule” when it comes to grade appeals. There is a 24 hour rule in effect for all papers and tests: you may not contact me regarding the grade you earned until at least 24 hours after the assignment is returned. Additionally, if you would like to speak with me regarding a grade earned, you must contact me within seven days of the assignment being returned to you. After a week has passed I will not be willing to discuss past assignments. If you want to appeal a grade, you must make the grade appeal in writing to me. It is my policy that I will not discuss grade appeals via email or in class. Prepare and submit a typed argument indicating what your specific appeal is, what grade you believe you deserved, and a justification for that grade. You must have a legitimate argument for the grade change. Turn in the appeal before or after class, during office hours, or at a scheduled appointment within one week of the grade being returned.

9. Respect- Enjoy the book, enjoy the class, enjoy the assignments, enjoy your instructor, and enjoy one another. It is expected that students will be considerate of the instructor and fellow classmates and act in a professional manner. Once class begins, students should stop talking, working on other class assignments, etc. Students are responsible for knowing all information contained in the course syllabus and announced during class. Not knowing is not an excuse for late work, missed assignments, etc. This means re-reading the syllabus frequently, checking your SUU e-mail, and asking other students in the class about any missed information.

Assignments:

1. Participation Points- Because of the nature of the material and the importance of class discussion, students are required to attend each class. Students are allowed two absences before their grade will be affected. Each absence thereafter will result in a 25% loss of participation grade. Students will earn participation points by arriving to class on time, participating in relevant discussion, and making appropriate comments. Remember, participation points are a citizenship grade and are therefore earned by you.

2. Exams- There will be a mid-term exam in the testing center and a final exam in the classroom consisting of true and false, multiple choice, matching questions, and short answer.

3. Chapter Captures- The captures are designed to ensure success for all students in the class.

Admittedly, they can be tedious if you do not care for the content. But they will help you apply the concepts and theories of this course and help you become a better communicator. I also allow you to use your captures during the final. There are eleven chapters in the book to capture. Students are only required to capture ten of the chapters. You will earn extra credit if you choose to capture all eleven chapters.

4. Article Reviews- Periodically throughout the semester, I will share an article from an academic journal that students will read and write a written review. Instructions for reviewing the article are posted on canvas. I will also make additional article available to review for extra credit points.

5. In-class Assignments- Throughout the semester, I will assign projects that will be completed during class time. Examples include: show and tell, group presentations, and quizzes. These activities are designed to be fun and promote interpersonal communication.

6. Portfolio- Each student will be required to create a portfolio during the semester. To create a proper portfolio, students will input all captures, article reviews, and portfolio assignments. Late portfolios will not be accepted. Portfolios need to be bound together. It is essential you keep any papers I hand back to you after I have graded them as they are part of this project. The specific portfolio assignments are:

- **Canvas Introduction:** Before the second class period, get on canvas and post a picture of you and write a brief bio so the class can get to know you. Include anything you think is interesting and cover the basics (who, what, when, etc.).
- **Daily semester journal (including weekends):** Each student is required to journal 85 days total. Extra credit can be earned if you journal more than the required 90 days.
- **Photo-Op assignment:** You will gather photos of yourself and of your interests. You will select 10 photos that explain who you were, who you are, and who you want to become.
- **Communication Essays:** Students will be assigned short papers that promote interpersonal communication. Each paper only needs to be one page long, normal font (Calibri, Cambria, Times New Roman), size 10-12 font, single-spaced. The papers are:
 - **Disability paper-** Go without use of a body part of sense for an hour or more. Write about what you experienced and learned.
 - **Who am I-** Describe who you are and why. Discuss your unique culture and how the various cultures you are part of influence you.
 - **Ten Qualities-** Get at least three people to write down ten qualities about you. Email, write, or call them to get this assignment done. Write what you learned about yourself from this assignment.
 - **Letter-** Write a letter to a hero in your life and describe how they have affect your life. Alternatively, write a letter to your future or current spouse concerning the communication you want for your future lives together. This assignment can be any length.
 - **Funeral Program-** Write your Funeral program if you were to pass away tomorrow. Decide who the speakers would be, what songs would be sung, and by whom. Decide pall bearers and honorary pall bearers. Write a brief life history, poems, prayers etc. Have fun with this one. You will not be graded on your graphic design skills, but you can earn extra credit for going above and beyond.
- **Front and back cover:** Students are required to make front and back covers for the portfolio. The inside covers also need to be designed. Be creative and use this as an illustration of your personality. Make sure they are laminated.

Student Rights:

The protection of freedoms and rights empower students, faculty, and staff to pursue a variety of academic subjects and exchange ideas even if those subjects and ideas are unpopular, unconventional, or controversial. Without such rights, the activities of teaching and learning would be impeded and diminished. The University is committed to respecting and honoring the rights of its community members, and it is invested in helping students understand the nature of their rights as members of the Southern Utah University community. Students should recognize and understand that the University is a unique setting, and the application of their rights at the University may not be the same as it is in other settings.

- **Support Services:** Students with legitimate medical, psychological, learning or other disabilities which qualifies them for academic adjustments, accommodations or auxiliary aids should inform me and should contact Student Support Services in Room 205 K of the Sharwan Smith Center (435-586-7848). Student Support Services determines eligibility for and authorizes the provisions of these services and aids.
- **Privacy/Confidentiality:** Students are entitled to remain secure in their person, possessions and records at the University. The University adheres to the Family Educational Rights and Privacy Act (FERPA) in maintaining student records. When students interact with faculty and staff and disclose personal or private information, they should have the assurance that the information will only be shared with those authorized to receive it by law and University policy.
- **FERPA:** It is the policy of Southern Utah University to comply fully with the terms, provisions, and intent of the Family Educational Rights and Privacy Act of 1974. A complete statement of the SUU policy and procedures relative to this act may be obtained from the Registrar's Office
- **Non-Discrimination/Anti-Harassment Statement:** Southern Utah University is committed to being a haven for the exchange of ideas between people with diverse backgrounds, opinions and ideologies. In order to encourage this exchange, the University will endeavor to provide an environment free from discrimination and harassment. SUU complies with all state and federal laws regarding unlawful discrimination and harassment, which include, but are not limited to: Titles VI and VII of the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; Sections 503 and 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Executive Order 11246 (as amended); the State of Utah Anti-Discrimination Act; and others as applicable.
- **Student Conduct Code:** Southern Utah University (SUU) establishes high expectations and community standards for its students through its policies and procedures. Students voluntarily assume the responsibility to meet these standards and expectations when they enroll at the University. The Student Conduct Staff educates students about the University's standards and expectations, and when those standards and expectations are not met, seeks to hold students accountable for their choices leading to conduct incongruent with SUU's policies and procedures.

** Southern Utah University is dedicated to providing every student with a safe and healthy learning environment. As your instructor, I promise to always do my best to uphold this pledge. I will never discriminate against any of my students based on sex, age, race, ethnicity, etc. The following resources are available to every student at this university.*

Tentative Schedule:

As your instructor, I reserve the right to make adjustments to the course schedule at any time. However, I will never move up assignments due dates or exam deadlines without first consulting you and obtaining your approval.

Week	Date	Subject	Due Next Class
Week 1	Tuesday, Aug 25	Syllabus and Course Review	Show and Tell, Post Introduction on Canvas
	Thursday, Aug 27	Show and Tell	Show and Tell
Week 2	Tuesday, Sept 1		Digital Distractions Article
	Thursday, Sept 3	Article Review, How to Capture, Portfolio Rubric	Ch. 1 Capture
Week 3	Tuesday, Sept 8	Interpersonal Basics	
	Thursday, Sept 10		Ch. 2 Capture
Week 4	Tuesday, Sept 15	Communication and Identity	
	Thursday, Sept 17		Ch. 3 Capture
Week 5	Tuesday, Sept 22	Perception	Ten Qualities
	Thursday, Sept 24		Ch. 4 Capture
Week 6	Tuesday, Sept 29	Emotions	
	Thursday, Oct 1		Ch. 5 Capture
Week 7	Tuesday, Oct 6	Language	Who am I?
	Thursday, Oct 8		Ch. 6 Capture
Week 8	Tuesday, Oct 13	Nonverbal Communication	
	Thursday, Oct 15		Ch. 7 Capture
Week 9	Tuesday, Oct 20	FALL BREAK – NO CLASS	
	Thursday, Oct 22	Listening	Ch. 8 Capture
Week 10	Tuesday, Oct 27	Relational Dynamics, Disability Paper	Disability Paper
	Thursday, Oct 29		Ch. 9 Capture
Week 11	Tuesday, Nov 3	Close Relationships	Funeral Program
	Thursday, Nov 5		Ch. 10 Capture
Week 12	Tuesday, Nov 10	Communication Climates	
	Thursday, Nov 12		Ch. 11 Capture
Week 13	Tuesday, Nov 17	Interpersonal Conflict	Letter
	Thursday, Nov 19		Photo-Op
Week 14	Tuesday, Nov 24	I'LL CANCEL THIS CLASS IF YOU PARTICIPATE AND ASK QUESTIONS	Journals, Covers, Final Portfolio Completed
	Thursday, Nov 26	THANKSGIVING BREAK – NO CLASS	
Week 15	Tuesday, Dec 1	Final Exam	
	Thursday, Dec 3	Portfolio Review	
Week 16	Tuesday, Dec 8	EXAM DAY – NO CLASS	
	Thursday, Dec 10	EXAM DAY – NO CLASS	