**SPC1017 Interpersonal Communications Summer 2022**

**Instructor:** Melissa Johnson

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**Phone Number**: (407) 582-5812

**Office Location**: 1-137

**Office Hours**: Monday, Wednesday - Friday 9:00am – 11:15am (virtual)

 Tuesday 8:30 – 9:30am (virtual)

**Expectations for email:**  When you send an email, remember to include your full name as well as the day and time you have class. Use capital and lowercase letters, correct punctuation, and good grammar. **All email will be answered** so if you do not receive a reply within 24 hours (unless over the weekend), assume that you should resend.

**Credit Hours**: 3

**Objective:** Students explore a range of communication concepts and topics from interpersonal communication, to small group communication, to public speaking. Students develop skills to put the communication principles to work.

**Required Text and Supplemental Resources:**

1. *Communication in the Real World: An Introduction to Communication Studies* (2016), University of Minnesota Publishing. <https://open.lib.umn.edu/communication/>

*(free online textbook)*

1. Reliable access to Canvas (Valencia’s online course site) via Firefox Mozilla or Google Chrome [online.valenciacollege.edu](file:///C%3A%5CUsers%5Cehodges1%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CTemporary%20Internet%20Files%5CContent.Outlook%5CXVD0ZWNK%5Clearn.valenciacollege.edu)
2. Microsoft Word and PowerPoint- you have free access to the Microsoft Office Suite in Atlas under the “My Atlas” tab. Mac products **will not** work for this course (ex. Pages).
3. An active Valencia email account, checked regularly!

**Grading Scale:** A= 90 to 100 B = 80 to 89 C= 70 to 79 D= 60 to 69 F= 0 to 59

1. Weekly Chapter Activities = 250 points
2. Assignments/Double Entry Journals = 160 points
3. Cultural Influences Speech = 100 points

**Total Possible Points = 510 points**

**Expectations for attendance: Attendance is necessary**. Weekly participation in our class activities (face to face and online) is expected and necessary.

Please note, you will not be dropped from this course for attendance without prior notification. You are expected to withdraw yourself by the withdraw deadline, 06/10/22 , or ask the professor to withdraw you. Keep in mind that repeated absences/failure to submit assignments will result in a failing grade.

**Expectations for Cultural Influences speech:** You are required to give a minimum of 1 speech presentation in this class. This semester, we will be focusing on how culture impacts our perceptions of ourselves and others in regards to our communication practices. More specific details about the assignment can be found on our Canvas page. **Failure to complete this assignment may result in failure for the course.**

**Late Assignments:**

1. Chapter activities and assignments will not be accepted late. In fact, you will not be able to see them on Canvas once the due date passes so please stay up to date with the schedule.

**24 hour Grade Dispute Policy**: Students who wish to discuss any of their grades should contact the instructor within 24 hours of grades availability. Do not wait until the end of the semester to question grades or request special considerations. After the twenty-four hour mark ***ALL*** grades are final.

**Canvas:** All announcements and course assignments will be listed on our class’ Canvas page. Please check there regularly to stay up to date.

**No Show Policy:** It is assumed that a student who has not attended the first week of classes (completed all assignments in the opening module) of the course is a ‘no show’ and will be dropped from the roll.

**Withdrawal Policy:** The withdrawal deadline is June 10, 2022. You may withdraw yourself from the course until that date. However, consider speaking to the instructor about your options before withdrawing because this can affect financial aid.

**Student Support Statement**: Learning Support Services provides students with academic support through distance tutoring, face to face tutoring at the campuses, writing consultations, library services, and resources. Tutoring is offered in most academic disciplines including math, science, foreign languages, English for academic purposes (EAP), computer programming and writing assistance for any course.  Assistance with library research can be accessed online through Atlas or the tutoring LibGuide.  For more information on how to access tutoring and library research assistance, please visit the college-wide Learning Support Services LibGuide at: [www.valenciacollege.edu/tutoring](https://nam10.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.valenciacollege.edu%2Ftutoring&data=04%7C01%7Cmjohnson242%40valenciacollege.edu%7C91c4eec542384b7cd18d08d95e977e20%7C0e8866953d1741a88544135b0a92a47c%7C1%7C0%7C637644827062095242%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=9wZ%2B1bNxPeYG6puJHAgc1954EgnyvTc%2Bvi8HfJuK%2FpU%3D&reserved=0)

**Recording Statement**: Students may record video and/or audio of class lectures for their personal use. Recordings may be a useful tool to support your learning and provide a resource for review. It is important to be respectful of your peers’ rights to privacy; with that in mind, please refrain from recording your peers during lectures. You may not record class discussions, student presentations, labs, group work, and private conversations. Further, you may not publish or share recordings without my written consent, nor may you provide recordings to classmates as a substitution for class participation and attendance. If necessary, I will handle violations of this section through the College’s Student Code of Conduct.

**Core Competencies**: The faculty of Valencia College has identified four core competencies that define the learning outcomes for a successful Valencia graduate. These competencies are at the heart of the Valencia experience and provide the context for learning and assessment at Valencia College. You will be given opportunities to develop and practice these competencies in this class. The four competencies are:

1. **Think** - think clearly, and creatively, analyze, synthesize, integrate and evaluate in the many domains of human inquiry
2. **Value** - make reasoned judgments and responsible commitments
3. **Communicate** - communicate with different audiences using varied means
4. **Act** - act purposefully, effectively and responsibly.”

**Speech Communication Department Academic Honesty Policy:**

 All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty includes, but is not limited to, plagiarism (purposeful and accidental), cheating, furnishing false information, forgery, alteration or miscue of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

All speeches and assignments must be your original work. Any sources used in any assignment must be properly cited (this includes both direct quotes as well as information that you synthesize and report in your own words). Consequences according to Valencia Policies and Procedures ([http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=193&volumeID\_1=8&navst=0](https://webmail.valenciacollege.edu/owa/redir.aspx?C=XJnKsZqZlEO6_k82Sz6Mfzvo0_-7c9AIWtG0ojJtDpXxywXQxmE4WzoSs2LFcgIsy5JekgMLRgw.&URL=http%3a%2f%2fvalenciacollege.edu%2fgeneralcounsel%2fpolicy%2fdefault.cfm%3fpolicyID%3d193%26volumeID_1%3d8%26navst%3d0)) include:

·         1.  Failure of the assignment (1st offense)

·         2.  Failure of the course (2nd offense)

·         3. Being reported to the Dean of Communication which may result in expulsion from the college

**Students with Disabilities: “** Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities (SSB 102, ext. 1523).”

**Syllabus Disclaimer**: Having read and gone over this syllabus and by remaining enrolled in the course, you are entering into a contract to complete the course requirements and respect classroom policies. The above information, as well as the course calendar, is subject to written or verbal change at the discretion of the professor. Changes made to course requirements or the course schedule will be announced in class.

Part of exercising the Act Core Competency at Valencia is taking full responsibility for yourself and for your work. Communication with your instructor is of the utmost importance should you encounter personal issues, computer problems, or health problems that prevent your regular attendance or timely work. I am happy and eager to help you succeed in this course, but ultimately you and only you are responsible for your success in this course.