

## ARIZONA WESTERN COLLEGE SYLLABUS

## SPC 271 GROUP COMMUNICATION/GE

Credit Hours: 3 Lec 3

PREREQUISITE: None

## COURSE DESCRIPTION

This course provides students with theory and practice of communication as applied to various large and small group contexts.

## 1. COURSE GOALS

- 1.1 Approach communication in-group contexts.
- 1.2 Understand various methodologies of group discussion.
- 1.3 Understand place and purpose of group meetings.
- 1.4 Improve listening and comprehension skills.
- 1.5 Understand basic dynamics of groups.
- 1.6 Develop ability to interact in a group setting.
- 1.7 Develop leadership skills.

## 2. OUTCOMES

Upon satisfactory completion of this course, students will be able to:

- 2.1 identify and describe the characteristics of an effective group and effective leaders
- 2.2 demonstrate analytical and critical understandings of group contexts by receiving passing scores on quizzes and critiques.
- 2.3 demonstrate effective skills in group interaction by participating in presentations, discussions and classroom activities.
- 2.4 demonstrate group skills to 'life' experiences through various communication assignments.

## 3. AWC GENERAL EDUCATION (GE) CATEGORY &amp; CRITERIA

## ORAL COMMUNICATION

- The syntax and mechanics of written and/or oral communication, including exploration of academic and rhetorically diverse contexts
- How to communicate orally and visually
- The structure and delivery of oral presentations
- The use of visual aids to effectively communicate
- The use of language(s) to explore and express ideas in a diverse society

## 4. METHODS OF INSTRUCTION

- 4.1 Class discussions
- 4.2 Teacher lectures
- 4.3 Multimedia
- 4.4 Handouts
- 4.5 Text analysis
- 4.6 Critiques on performances by instructor, self and fellow students

## 5. LEARNING ACTIVITIES

- 5.1 Reading text and articles in the filed of communications
- 5.2 Guided exercises in discussion, listening and feedback
- 5.3 Preparation and presentation of group presentations
- 5.4 Journal writings of observations and incorporated communication skills in group context
- 5.5 Small group cooperative learning experiences

## 6. EVALUATIONS

- 6.1 Grade will be earned by an assortment of learning activities, exams, assignments, and participation
- 6.2 Please see the class schedule and assignment sheet for more information

## 7. STUDENT RESPONSIBILITIES

- 7.1 Under AWC Policy, students are expected to attend every session of class in which they are enrolled.
- 7.2 If a student is unable to attend the course or must drop the course for any reason, it will be the responsibility of the student to withdraw from the course. Students who are not attending as of the 45th day of the course may be withdrawn by the instructor. If the student does not withdraw from the course and fails to complete the requirements of the course, the student will receive a failing grade.
- 7.3 Americans with Disabilities Act Accommodations: Arizona Western College provides academic accommodations to students with disabilities through AccessABILITY Resource Services (ARS). ARS provides reasonable and appropriate accommodations to students who have documented disabilities. It is the responsibility of the student to make the ARS Coordinator aware of the need for accommodations in the classroom prior to the beginning of the semester. Students should follow up with their instructors once the semester begins. To make an appointment call the ARS front desk at (928) 344-7674 or ARS Coordinator at (928) 344-7629, in the College Community Center (3C) building, next to Advising.
- 7.4 Academic Integrity: Any student participating in acts of academic dishonesty—including, but not limited to, copying the work of other students, using unauthorized “crib notes”, plagiarism, stealing tests, or forging an instructor’s signature—will be subject to the procedures and consequences outlined in AWC’s Student Code of Conduct.
- 7.5 Texts and Notebooks: Students are required to obtain the class materials for the course. 7.6 Arizona Western College students are expected to attend every class session in which they are enrolled. To comply with Federal Financial Aid regulations (34 CFR 668.21), Arizona Western College (AWC) has established an Attendance Verification process for "No Show" reporting during the first 10 days of each semester. Students who have enrolled but have never attended class may be issued a “No Show” (NS) grade by the professor or instructor and receive a final grade of “NS” on their official academic record. An NS grade may result in a student losing their federal financial aid. For online classes, *student attendance in an online class is defined as the following* (FSA Handbook, 2012, 5-90):
  - Submitting an academic assignment
  - Taking an exam, an interactive tutorial or computer-assisted instruction
  - Attending a study group that is assigned by the school
  - Participating in an online discussion about academic matters
  - Initiating contact with a faculty member to ask a question about the academic subject studied in the course