COMM 1315: Public Speaking | Fall 2020

Instructor information: Sonia Ramirez-Munoz | Email: sramirezmunoz@angelo.edu
Telephone: (325) 486-6087 | Office: Library 306U
Office Hours: Office hours will vary, but I will be available after 4:00 p.m. during the week. Please send me an email beforehand & we can coordinate an office visit or a virtual meeting over Blackboard Collaborate.


COURSE DESCRIPTION: COMM 1315 is a course designed to help students across academic majors to learn how to communicate effectively in public by understanding & analyzing the audience & situation then creating an appropriate message. Core public speaking skills are message clarity, organization, language, delivery, & the use of multimedia/presentation technology. Emphasis will be placed on presenting a variety of speeches throughout the semester.

STUDENT LEARNING OUTCOMES:

→ Critical Thinking Skills (CT): Gather, analyze, evaluate, & synthesize information relevant to a question or issue & construct a logical position (i.e. perspective, thesis, &/or hypothesis) that acknowledges ambiguities or contradictions.

→ Communication Skills (CS): Develop, interpret, & express ideas through effective written, oral, & visual communication.

→ Teamwork Skills (TW): Consider different viewpoints as a member of a team in order to work effectively with others to support & accomplish a shared goal.

→ Attitudes & Behaviors Displaying Social Responsibility (SR): Demonstrate intercultural competence, knowledge of civic responsibility, & engagement in the campus, regional, national or global communities.

→ Attitudes & Behaviors Displaying Personal Responsibility (PR): Demonstrate the ability to evaluate choices, actions & consequences as related to ethical decision making.
COURSE POLICIES

Course Syllabus Statement on Required Use of Masks/Facial Coverings by Students in Class at Angelo State University: As a member of the Texas Tech University System, Angelo State University has adopted the mandatory Facial Covering Policy to ensure a safe and healthy classroom experience.

Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class.

Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately.

The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

Attendance: Regular attendance is required in this course. Attendance will be taken & counted beginning the first day of class. The student is allowed to miss 3 days (MWF), 2 days (T/R), & 1 day (if class meets once a week) without penalty to the final grade. However, a student’s absence will result in a zero for all work/assignments completed on that day. Once a student misses more than the allotted absences mentioned above, two (2) points will be deducted from the student’s FINAL average for each additional absence. This number includes both EXCUSED & UNEXCUSED absences. You will be counted absent if you are not present for the entire class. Three tardies (more than 10 minutes) will result in an absence.

To be considered excused for a class absence, the student must be excused through the school as they will be attending a school sponsored event. In these cases, it is the responsibility of the student to complete any assignments they will be missing prior to their departure. Please come talk to me if as soon as you know you will be missing a class.
Late Speeches: If you are not present when scheduled to give your speech & do not have a legitimate reason for being absent (i.e., hospitalization, funeral of close family member), YOU WILL RECEIVE A ZERO for that presentation. Only if an absence is excused through the school or the instructor will a student be allowed to make up a speech. If you have a legitimate reason for missing, YOU ARE REQUIRED TO MAKE UP YOUR SPEECH THE DAY THAT YOU RETURN. This means that you must have your documentation legitimizing your absence & your speech materials ready. You will be FIRST to present on the day that you return. However, if you do not have a legitimate reason, remember course policy states:

→ FAILING TO GIVE A SPEECH ON THE ASSIGNED DATE WILL RESULT IN A ZERO. NOT DELIVERING ALL FOUR SPEECHES WILL RESULT IN AUTOMATICALLY FAILING THE CLASS REGARDLESS OF YOUR NUMERICAL AVERAGE. Showing up late on your scheduled speech date will result in 15 points being deducted from your speech.

Late Tests: If you miss a test due to an excused absence (i.e., hospitalization, funeral of close family member), you must make the test up within a reasonable length (no more than one week, desirably less.) All arrangements for making up work should be made prior to the absence, if possible, & is the student’s responsibility. A typed, signed & dated explanation must be given to the instructor upon returning to class.

Academic Misconduct: Plagiarism in your speech will result in a zero for the assignment, & the instructor may pursue additional measures. Speeches are to be the original composition of each student. Outside sources are required for each assignment with proper citing in a bibliography as required.

Class Etiquette: Please be a courteous student and peer. Use of cell phones in class will result in you being counted absent for the day and will result in a 0 for any work completed on that day. Students may not use Snapchat, Instagram, Facebook, or any other social media outlet to post pictures or videos of other students or their performance in the classroom. The use Air Pods, headphones, and ear buds is not permitted during class. Using any of these devises will result in being counted as absent on speech days. Failure to comply with this rule will result in you being reported to the Dean of Student Life.

Dress Requirement: Appropriate dress is required for each speech. Specific requirements will be announced by the instructor prior to the speech.
**Honor Code Policy:** Violations of academic integrity are very serious matters & are clearly documented in the ASU Student Handbook. The work a student submits in a class is expected to be the student's own work & must be work completed for that particular class & assignment.

→ Plagiarism means intentionally or knowingly representing the words or ideas of another as one's own. This may include your own previous work. Plagiarism includes quoting or paraphrasing from other sources without acknowledging/citing the source of your information or presenting quoted material as your own words.

→ You must be very clear about attribution of sources & you must know how to cite sources in a paper. Please see full Honor Code Policy at: [Angelo State Student Handbook](#)

**Disability Statement:** The Student Life Office is the designated campus department charged with the responsibility of reviewing & authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting:

→ Mrs. Dallas Swafford | Director of Student Development | University Center, Suite 112B. Office: 325-942-2047 | Fax: 325-942-2211 | dallas.swafford@angelo.edu

**Religious Holiday Observance:** “Religious holy day” means a holy day observed by a religion whose places of worship are exempt from property taxation under Texas Tax Code 11.20.

→ A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence.

→ A student who is excused under section 2 may not be penalized for the absence, however; the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.
Title IX at Angelo State University: Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct.

Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking.

As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance. This is done in order to connect students with resources and options in addressing the allegations reported. As a student, you are encouraged to report any incidents of sexual misconduct directly to ASU’s Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator. You may do so by contacting:

Michelle Boone, J.D. | Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210 | Office: 325-942-2022 | michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

The Office of Title IX Compliance also provides accommodations related to pregnancy (such as communicating with your professors regarding medically necessary absences, modifications required because of pregnancy, etc.). If you are pregnant and need assistance or accommodations, please contact the Office of Title IX Compliance utilizing the information above.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.
COURSE REQUIREMENTS (1000 POINTS):

A=1000-900 | B=899-800 | C=799-700 | D=699-600 | F=599 & below

→ Informative Peer Evaluations = 25 points: Students will be graded on their evaluation of their peers’ informative speeches

→ Informative Outline Peer Grade = 50 points: Students will evaluate a peer’s outline with provided rubric.

→ Informative Outline = 100 points: A preparation outline & works cited page for the informative speech. See assignment sheet for details.

→ Informative Speech = 150 points: A 5-7-minute speech on a topic of controversy at the local, state, national, or international level, which in an unbiased manner informs the audience of the two sides of the debate. See assignment sheet for details.

→ Persuasive Peer Evaluation = 25 points: Students will be graded on their evaluation of their peers’ persuasive speeches

→ Persuasive (MMS) Outline = 100 points: A preparation outline & works cited page for the Persuasive 2 (MMS) speech. See assignment sheet for details.

→ Persuasive Speech (MMS speech) = 200 points: A 6-8-minute speech persuading the audience to volunteer for a particular non-profit organization, which utilizes Monroe’s Motivated Sequence.

→ Special Occasion Speech = 100 points: A 1-3-minute (time dependent upon type selected) wedding toast, eulogy, or acceptance speech.

→ Quizzes 5@20 points = 100 points: Quizzes, which may consist of multiple-choice, true/false, & essay questions, will be given throughout the course of the semester.

→ Participation = 50 points: Students will be graded on their ability & willingness to discuss course material during class lecture & class assignments. The following scale will be used to determine participation points:

50 = Excellent | 40 = Good | 30 = Average | 20 = Fair | 10 = Poor

→ Final Exam = 100 points: Students will take a final exam on course material at the end of the course. Final exam may consist of multiple-choice, true/false, & essay questions. Details regarding the final exam will be announced in class.
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