

COMM 3311: Small Group Communication

Instructor: Dr. Benjamin Brojakowski

Fall 2021

Academic 139: MWF 11:00-11:50 a.m.

Instructor Information:

Email: Benjamin.Brojakowski@angelo.edu

Telephone: (325) 486-6079

Office: Porter Henderson Library 306L

Office Hours:

MWF – 10-10:50 a.m.; **MW** – 12:00-2:00 p.m.; **TTH** – 9:30-10:30 a.m. & 12:30-1:30 p.m.; By appointment

Required Textbook:

Rothwell, J.D. (2019). *In mixed company: Communicating in small groups and teams* (10th ed.). New York: Oxford University Press

Course Description:

Small Group Communication is a course to develop skill in leading and participating in small group interaction. Special emphasis on the nature of small groups, factors influencing communication in groups, and small group decision making.

Student Learning Outcomes:

To describe the concepts of group norms, collaboration, and culture.

To demonstrate supportive group communication and ways to manage group conflict.

To learn about various group leadership styles.

To identify and explain the roles group members may enact through communication.

To evaluate and apply small group communication theories.

Course Requirements (500 points):

Small Group Project = 150 points

Students will work in small groups to create a research guide, media list, and final presentation for their classmates. The assignment contains multiple components that students will work on throughout the semester. A topic list and additional details can be found on BlackBoard.

Small Group Communication Journals = 50 points (25 Points Each)

This assignment gives students the opportunity to reflect on their group project and how they seem themselves fitting into the group. Additionally, this is an opportunity for students to seek advice and feedback about their project in a more confidential way.

Hiring Committee Project = 100 points

Students will gain experience with job interviews as both an interviewer and interviewee. Students will find a real job posting for a job they are interested in, share the job description with their teammates, and have an “interview” in class. The assignment is designed to better understand modern job interviews.

Final Exam = 100 points

Students will demonstrate their mastery of the course material by completing a final exam. The exam will cover material from the textbook, class presentations, & assigned readings. In order to perform well on exams, it is important to complete the assigned readings and be an active participant in class discussions.

Group Project Peer Grade = 25 points

Students will complete a worksheet related to the work their teammates completed throughout the semester. Failure to complete the worksheet will result in a 0 for the student.

Attendance/Participation = 75 points

Students will be graded on their ability and willingness to discuss course material during class lecture. The following scale will be used to determine participation points:

75 points=Excellent 60 points=Good 45 points=average 30 points=fair 15 points=poor

Course Grading

A=500-450 points B=449-400 points C=399-350 points D=349-300 points F=299 points and below

Course Policies

1. Late Assignments

Late work will receive a 25% point deduction every day that it is late (including weekends). If students are unable to submit their work on BlackBoard because of technology issues or because a deadline has passed, they should submit the work to me by email as soon as possible.

2. Missed Exam

1. Contact me within 24 hours of the missed exam. If you are aware of your need to be absent prior to the exam, you should contact to me *before* missing the assignment.
2. By the next class session you attend, provide documentation of your absence.
3. I will view your documentation and make a final decision as to whether or not you are permitted to make up the exam.
4. Make-up exams will only be granted for *documented* absences.

3. Academic Misconduct

Plagiarism in your assignments will result in a zero for the assignment and the instructor may pursue additional measures. All assignments are to be the original composition of each student. Outside sources are required for each assignment with proper citing in a bibliography as required.

4. Class Etiquette

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 class. This includes taking screenshots or recording class material in online courses. Failure to comply with this rule will result in failure for the semester.

5. Honor Code Policy

Violations of academic integrity are very serious matters and 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 and must be work completed for that particular class and 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 and you must know how to cite sources in a paper. Please see full Honor Code Policy at http://www.angelo.edu/cstudent/documents/pdf/Student_Handbook.pdf

6. Disability Statement

The Student Life Office is the designated campus department charged with the responsibility of reviewing and 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
325-942-2047 office or 325-942-2211 Fax
dallas.swafford@angelo.edu
University Center, Suite 112B

7. Religious Holiday Observance

A. "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.

B. 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.

C. 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.

8. Language

Under no circumstance will racist, sexist, homophobic, or any other type of oppressive language be tolerated in COMM 3311. Please think before you speak and use your language carefully. I reserve the right to ask you to leave class with no credit for attendance if your language crosses this boundary.

We must respect one another's opinions, even when we disagree with them. This is not to say that debate is unwelcome. Rather, I expect healthy, reasoned, thoughtful debate that in all ways respects and values the individual person. Be prepared to provide and support your arguments.

9. Social Media

I do not communicate with students on social media. All of my active social media accounts are set to private and I will not accept/request social media connections with students.

10. Title IX Statement

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.

Students are encouraged to report any incidents of sexual misconduct directly to ASU's Office of Title IX Compliance and the Title IX Coordinator at:

Michelle Miller, J.D.

Title IX Coordinator

Mayer Administration Building, Room 210 325-942-2022

michelle.miller@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* at 325-942-2171, *Counseling Services* at 325-942-2371 or the *ASU Crisis Helpline* at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

Course Schedule

Class Dates	Chapter Readings	Due Dates
Week 1 Aug. 23	Introduction to Course; Course Syllabus Chapter 1	
Week 2 Aug. 30	Chapter 2	
Week 3 Sept. 6	Chapter 3 Chapter 12	No Class Sept. 6 Team Proposal Due Sept. 12
Week 4 Sept. 13	Chapter 12 Chapter 4	Job Posting Due Sept. 19
Week 5 Sept. 20	Chapter 5 Chapter 6	Team Contract Due Sept. 26
Week 6 Sept. 27	Chapter 7 *Group Workshop*	Small Group Journal #1 Due Oct. 3
Week 7 Oct. 4	Hiring Committee Interviews	Missing Class Oct. 7 & 8
Week 8 Oct. 11	Hiring Committee Interviews Chapter 8	
Week 9 Oct. 18	Chapter 8 Chapter 9	
Week 10 Oct. 25	Chapter 9	Possibly Missing Class Oct. 29
Week 11 Nov. 1	Chapter 10	Team Outline Due Nov. 7
Week 12 Nov. 8	Chapter 11	
Week 13 Nov. 15	Public Speaking in Groups & Critical Thinking Outline Workshop	Journal #2 Due Nov. 21
Week 14 Nov. 22	Public Speaking in Groups & Critical Thinking Nov. 22 – Last Day To Drop Classes	No Class Nov. 24-26
Week 15 Nov. 29	Final Presentations & Final Exam Review	
Final Exam Week	Final Exam	Wednesday – Dec. 8 10:30 a.m. – 12:30 p.m.