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Calumet College

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of Saint Joseph

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*Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.*

## **COURSE SYLLABUS, Fall 2018**

**Course: EWPC 150A—Public Speaking**

<b>Instructor Information:</b>	
<b>Instructor Name</b>	Walter Skiba
<b>Office Number</b>	524
<b>Phone Number:</b>	(219) 473-4270
<b>Email:</b>	<a href="mailto:wskiba@ccsj.edu">wskiba@ccsj.edu</a>
<b>Office Hours:</b>	MW 10 am-4 pm; TR 10 am-12 noon, 2-4 pm; F 10 am-1 pm
<b>Instructor Background:</b> Education: Bachelor of Arts in speech and theater, St. Joseph's College Calumet Campus; Master of Arts in Theater, University of Connecticut; Master of Music, Roosevelt University. Positions at CCSJ: Associate Professor of Arts and Humanities, Special Assistant to President (researching and writing history of CCSJ) Community activities: committee participant on Sacred Heart Parish viability plan	

Activities: attending plays, movies and concerts.

<b>Course Information:</b>	
<b>Course Time:</b>	12-1:30 p.m.
<b>Classroom:</b>	315
<b>Prerequisites:</b>	None
<b>Required Books and Materials:</b>	A Pocket Guide to Public Speaking, fifth edition, Macmillan 2016; Blackboard materials
<b>Learning Outcomes/ Competencies:</b>	
<p>The student will understand the nature of truth claims and the role they play in our individual and collective lives.</p>	
<p>The student will be able to recognize various kinds of truth claims.</p>	
<p>The student will be able to evaluate various kinds of truth claims in terms of the appropriateness and sufficiency of any supporting evidence and other material that might be presented.</p>	
<p>The student will be able to choose and narrow a speech topic appropriately for the audience and occasion.</p>	
<p>The student will be able to communicate the thesis/specific purpose of a speech in a manner appropriate for the audience and occasion.</p>	
<p>The student will be able to provide supporting material, including electronic and non-electronic presentational aids, appropriate for the audience and occasion.</p>	
<p>The student will be able to use an organizational pattern appropriate to the topic, audience, occasion, and purpose or the presentation.</p>	
<p>The student will be able to use language appropriate to the</p>	

**audience and occasion.**

**The student will be able to use vocal variety in rate, pitch, and intensity (volume) to heighten and maintain interest appropriate to the audience and occasion.**

**The student will be able to use pronunciation, grammar, and articulation appropriate to the audience and occasion.**

**The student will be able to demonstrate physical behaviors that support his or her verbal message.**

**The student will be able to evaluate speech performances according to a well-established criteria.**

**Note: This course meets Calumet College of St. Joseph's Signature Assignment requirement to demonstrate fundamental competency in written and/or oral communications.**

**Course Description:** This course helps develop students' ability to speak confidently and effectively in a variety of public speaking situations. Students will prepare and present several different types of speeches. Particular attention is paid to balancing adequate content with effective delivery. Students will also learn and employ elements of classical rhetoric.

**Learning Strategies:** Brief lectures, directions and guidelines handouts, in-class reading of textbook passages, out-of-class reading of assigned textbook chapters, preparation and practice sessions, speeches, interpretive story reading, videotaping of one or more speeches, individual and group critiques, analyses of speech videos and texts, quizzes and activities for textbook chapters.

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**Experiential Learning Opportunities: Out-of-class speeches in other classes, other CCSJ venues, and the surrounding community, documented and evaluated**

**Assessments:**

<b>Major Assignments:</b>	--Personal Introduction speech: 5 pts. --Personal Experience speech: 5 pts. --Demonstration speech: 5 pts. --Stories on Stage reading: 5 pts. --Informative speech: 10 pts. --Persuasive speech: 10 pts. --Signature Assignment speech, informative or persuasive: 10 pts.	
<b>Assessments:</b> <quizzes, tests, and any others>	--quizzes, impromptu speeches, analyses of speech videos and texts, other activities: 25 pts. --written final exam: 15 pts.	
<b>Class Participation:</b>	--includes arriving on time, staying for the entire period, following classroom decorum expectations, listening, asking questions, joining in critiques and discussions, engaging in class activities: 10 pts.	
<b>Total</b>	100 pts	
<b>Grading Scale:</b>		
100% – 92%: A	91% – 90%: A-	
89% – 88%: B+	87% – 82%: B	81% – 80%: B-
79% – 78%: C+	77% – 72%: C	71% – 70%: C-
69% – 68%: D+	67% – 62%: D	61% – 60%: D-
59% and below:	F	

### Course Schedule:

I reserve the right to change this schedule to meet the needs of the class.

Aug. 28—Introduction to course, completion of Personal Data forms, viewing and discussion of one or more Ted Talks

Aug. 30—Introducing a Classmate speeches (2-3 min.)

Sept. 4—Part 1 Getting Started, quiz and activity; brief lecture on principles of effective speaking, directions for Personal Experience speech (PE) (3-5 min.)

Sept. 6—PE speeches, playbacks, discussion

Sept. 11-13—PE speeches (cont.)

Sept. 18—Part 2 Development, sections 6, 7, 8, quiz and activity; directions and preparation for Demonstration speeches (DEM), 4-8 min.

Sept. 20, 25, 27—DEM speeches

Oct. 2—Part 2, 9, 10, quiz and activity; preparation for Stories on Stage speeches (SOS)

Oct. 4—Part 3 Organization, quiz and activity; prep for SOS (cont.)

Oct. 9-11—Stories on Stage readings; directions for Informative speeches (INF), 5-7 min.

Oct. 16—Part 4 Starting, Finishing, Styling; Part 7 Types of Speeches, Informative Speaking, quiz and activities

Oct 18—Part 6 Presentation Aids, quiz and activities; prep for INF speeches

Oct. 23-25—INF speeches

Oct. 30—Part 5 Delivery, quiz and activity; Part 7 Principles of Persuasive Speaking, quiz and activities; directions for Persuasive speeches (PER) 6-10 min.

Nov. 1—Part 7 Constructing the Persuasive Speech, quiz and activity; prep for PER speeches

Nov. 6—Prep for PER Speeches (cont.)

Nov. 13, 15—Persuasive Speeches

Nov. 20-22—FALL BREAK

Nov. 27--Part 8—Preparing Online Presentations, reading and activity; Preparation for Signature Assignment (SA) speeches, informative or persuasive (5-8 min.)

Nov. 29--Part 9 Presentations Assigned Across the Curriculum, activity; prep for SA speeches

Dec. 4-6—SA speeches, with faculty evaluators

Dec. 11—Impromptu speeches on Humanities questions, prep for final exam

Dec. 13—In-class written final exam, based on textbook sections assigned

Note: Short impromptu speeches will be given at various times during the semester.

<b>Responsibilities</b>	
<b>Attending Class</b>	<p>You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. Being absent doesn't excuse you from doing class work; you have <b>more</b> responsibilities to keep up and meet the objectives of this course.</p> <p>A total of 3 absences are allowed for any personal reason with instructor notification, for required participation in college-sponsored events, such as athletics, or jury duty (provide official notification). Two (2) class participation points will be deducted for each additional absence. One (1) point will be deducted for arriving late or leaving early. Assignments must be made up at instructor-designated times.</p>
<b>Turning In Your Work</b>	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p>Speeches must be given on the day designated.</p>
<b>CCSJ</b>	<p>This course asks students to reaffirm the CCSJ Student</p>

<b>Student Honor Code</b>	<p>Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> <li>• Continuously embrace <b>honesty and curiosity</b> in the pursuit of my educational goals;</li> <li>• Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my <b>community</b>;</li> <li>• Do my own work with <b>integrity</b> at all times, in accordance with syllabi, and without giving or receiving inappropriate aid;</li> <li>• Do my utmost to act with commitment, inside and outside of class, to the goals and <b>mission</b> of Calumet College of St. Joseph.</li> </ul>
<b>Using Electronic Devices</b>	<p>Electronic devices can only be used in class for course-related purposes. If you text or access the Internet for other purposes, you may be asked to leave, in which case you will be marked absent.</p>
<b>Classroom Decorum and Mutual Respect</b>	<p>In our class: 1) everyone is allowed to feel they can work and learn in a safe and caring environment; 2) everyone learns about, understands, appreciates, and respects varied races, ethnicities, classes, genders, physical and mental abilities; 3) everyone matters; 4) all individuals are to be respected and treated with dignity and civility; and 5) everyone shares the responsibility for making our class, and CCSJ, a positive and better place to work and learn.</p> <p>Comments and questions are encouraged at appropriate times, but only one person talks at a time. Students are expected to arrive and be ready to start class on time, stay for the entire period, and actively engage in all activities. Leaving and re-entering the room during class is not allowed except in unusual circumstances. Sidebar conversations, sleeping and unauthorized use of electronic devices are out of place. Food and beverages may be allowed with specified restrictions. A 5-minute break may be given to use the restrooms, get a drink of water, check messages or just stand up and stretch.</p>

	<p>The instructor will give a student who engages in any inappropriate or disruptive behavior a verbal warning. (Disruptive behavior interferes with the normal operation of the class.) If the offending behavior persists, the instructor will ask the student to leave the class and notify the Dean of Students, athletic coach or academic advisor. To be allowed back into class, the student must first meet with the instructor, acknowledge the inappropriateness of the behavior, and agree not to engage in it again. If any kind of unacceptable behavior continues, the instructor will request that the student withdraw voluntarily or be withdrawn administratively from the class.</p> <p>The instructor determines what is considered unacceptable classroom behavior.</p> <p>Students who are unwilling to live with this policy should change their class schedule. Students are responsible for maintaining eligibility requirements for scholarships, financial aid or athletics.</p>
<p><b>Doing Your Own Work</b></p>	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at <a href="http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite">http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</a></p> <p><b>PLEASE NOTE:</b> All papers may be electronically checked for plagiarism.</p>
<p><b>Sharing Your Class Experience</b></p>	<p>At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are <b>essential</b> to our ongoing efforts to ensure that you have a great experience that leaves you well</p>

ce	prepared for your future. Take the time to complete your course evaluations – we value your feedback!
<b>Withdrawing from Class</b>	After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see <a href="http://www.ccsj.edu/bookstore">http://www.ccsj.edu/bookstore</a> . <b>All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</b>
<b>Student Success Center:</b>	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.
<b>Disability Services:</b>	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
<b>Student</b>	Through a partnership with <b>Crown Counseling,</b>

<b>Assistance Program</b>	<p>Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, <b>contact Kerry Knowles SAP Counselor</b>, at 219-663-6353 (office), 219-413-3702 (cell), or <a href="mailto:kerryk@crowncounseling.org">kerryk@crowncounseling.org</a>.</p>
<b>CCSJ Alerts:</b>	<p>Calumet College of St. Joseph's emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College's website at: <a href="http://www.ccsj.edu/alerts/index.html">http://www.ccsj.edu/alerts/index.html</a>.</p>