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**Calumet College**

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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.*

*We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.*

## **COURSE SYLLABUS, Spring 2020**

**Course: EWPC 150A**

### **Instructor Information:**

<b>Instructor Name</b>	Donna Rowland
<b>Office Number:</b>	n/a
<b>Phone Number:</b>	please email
<b>Email:</b>	drowland@ccsj.edu
<b>Office Hours:</b>	available to meet after class
<b>Instructor Background:</b>	<p>Donna Rowland is in her tenth year of teaching communication courses on the college level. She began as a Limited Term Lecturer at Purdue North Central (prior to the merger) in 2011 and added Ivy Tech Community College to her resume after earning a master's degree in Communication and Creative Arts at PNW - Hammond in 2014. Last fall, she added Indiana University Northwest and Calumet College of St. Joseph to her teaching schedule. Donna is a member of the Rotary Youth Exchange Committee for District 6540.</p> <p>She is a 17-year home educator of six children, four of which have now earned their college degrees and two who have studied abroad through Rotary International Exchange. During that time, Donna also taught various classes to homeschooled students including drama, cooking, the Renaissance, journalism, life skills, and fallacies. She is an award-winning journalist and has reported for two newspapers, including Northwest Indiana's Post-Tribune.</p> <p>Community theatre is a passion for her and she can be seen performing on stages throughout northwest Indiana in addition to directing, on occasion. She serves as a play and musical viewer for the Northwest Indiana Excellence in Theatre Foundation and has earned NIETF acting recognitions herself three times.</p>
<b>Course Time:</b>	12:00 – 1:30 pm Mondays and Wednesdays

<b>Classroom:</b>	
<b>Prerequisites:</b>	none
<b>Required Books and Materials:</b>	The Art of Public Speaking Stephen Lucas, 12 <sup>th</sup> Edition
<b>Learning Outcomes/ Competencies:</b>	
<p>Students in this course will:</p> <ul style="list-style-type: none"> <li>• Use vocal variety in rate, pitch, and intensity (volume) to heighten and maintain interest appropriate to the audience and occasion</li> <li>• Use pronunciation, grammar, and articulation appropriate to the audience and occasion</li> <li>• Demonstrate physical behaviors that support his or her message</li> <li>• Evaluate speech performances according to the well-established criteria</li> <li>• Communicate the thesis/specific purpose of a speech in a manner appropriate for the audience and occasion, making appropriate choices for the situation, including organization, language, audio and visual aids, and supporting evidence.</li> </ul> <p>The course also meets the following General Education Program objectives:</p> <ul style="list-style-type: none"> <li>• Students will write in a variety of forms using valid logic; persuasive rhetoric; and correct grammar, usage, and punctuation.</li> <li>• Students will be able to orally deliver a presentation with a clear central idea that is logically developed, supported by convincing evidence and valid reasoning, and expressed using language and delivery choices thoughtfully adapted to the audience.</li> <li>• Students will represent, apply, analyze, and evaluate relevant qualitative and quantitative mathematical and scientific evidence (i.e. equations, graphs, diagrams, tables, words) to support or refute an argument.</li> </ul> <p>This course meets Calumet College of St. Joseph's Signature Assignment requirement to demonstrate fundamental competency in written and/or oral communications.</p>	
<b>Course Description:</b> This course helps develop the students' ability to speak confidently and effectively in a variety of public speaking situations. Students will learn and employ elements of classical rhetoric while preparing and presenting several different types of speeches utilizing a variety of media. Particular attention is paid to balancing adequate content with effective delivery. (This course is a CCSJ General Education requirement.)	
<b>Learning Strategies</b>	
<ul style="list-style-type: none"> <li>• Text readings</li> <li>• Quizzes and tests on assigned readings and speeches.</li> <li>• Homework assignments for speech preparation and application of reading/classroom work</li> <li>• YouTube video or practice speech</li> <li>• Lectures and discussions pertaining to the structure and its application</li> <li>• Impromptu speeches (3)</li> <li>• Graded speeches (6)</li> </ul>	
<b>Experiential Learning Opportunities:</b>	
Students will have many opportunities to speak in class. A variety of speeches will be given.	

<b>Assessments:</b>		
<b>Major Assignments:</b>	Introductory (Object) Speech Soapbox Mini-Speech Teacher Mini-Speech Impromptu Mini-Speech Informative Speech <ul style="list-style-type: none"> <li>• Outline (30 points)</li> <li>• Evaluations (20 points)</li> <li>• Speech (100 points)</li> </ul> Self-Analysis Essay Persuasive Speech <ul style="list-style-type: none"> <li>• Outline (30 points)</li> <li>• Interview (25 points)</li> <li>• Audience Survey (25 points)</li> <li>• Survey Analysis (20 points)</li> <li>• Speech (100 points)</li> </ul> Small Group Presentation Commemorative Speech	25 points 25 points 25 points 25 points 150 points  100 points 200 points   100 points 50 points
<b>Assessments:</b>	<b>Test I - Chapters 1-2-3-4</b> <b>Test II – Chapters 15-5-9-10</b> <b>Test III – Chapters 13-14-7-11</b> <b>Test IV – Chapters 16-6-12-8</b> <b>Test V – Chapters 17-19-18</b>	40 points 40 points 40 points 40 points 40 points
<b>Involvement:</b>	<b>Attendance/Participation</b> <b>Humanities Festival</b>	50 points 50 points
<b>Total:</b>		1,000 points
<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:

\*\*at end of Syllabus

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

<b>Responsibilities</b>	
<b>Your instructor reserves the right to change this schedule to meet the needs of the class.</b>	
<b>Attending Class</b>	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

	<p>work; you have <b>more</b> responsibilities to keep up and meet the objectives of this course.</p> <ol style="list-style-type: none"> <li>1. Attendance is taken at the beginning of each class period. <b>If you are late, you are counted absent.</b> As per the student handbook, students can be dropped for 3 unexcused absences.</li> <li>2. Students are expected to attend each session and will be held responsible—whether they are present or not—for any assignments due, materials covered, or announcements made in class. If assignments are due in class, assignments are late after scheduled class start time. When you miss class because of a college event, you must give notice of your absence in advance, and you are responsible for all missed work.</li> <li>3. Attendance is mandatory on speech days and test days. If you miss a test or speech, zero points will be awarded unless you are traveling with a sport team or can provide a medical slip from your physician.</li> <li>4. Attendance when others are speaking is mandatory. You will have points assigned and assignments that day as well.</li> </ol>
<p><b>Turning In Your Work</b></p>	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p><b>Class Policy for Assignments</b></p> <ol style="list-style-type: none"> <li>1. Reading assignments should be completed <b>before</b> class meets. Points may be deducted if student continues to not follow directions.</li> <li>2. In-class quizzes will be utilized if reading is not being done. A quiz will be given first 10 minutes of class. <b>There are no make ups if quizzes are missed without MD excuse or in case of team travel.</b></li> <li>3. Written assignments must be created in MS Word software, Times New Roman 12-point font, on 8-1/2 x 11 white paper, standard margins. Homework will be turned in as directed.</li> <li>4. Assignments will be accepted up until the next test with reduced point value. Grades for accepted late work will be lowered at the instructor's discretion.</li> <li>5. If you miss a class it is expected that you will post all assignments prior to that class period, otherwise they are considered late. I appreciate knowing prior to next class period if you are traveling for a team sport and will be missing class.</li> </ol> <p>Participation in class is required. Intelligent, respectful conversation is expected.</p>
<p><b>Meeting Standards for Classroom Behavior</b></p>	<ul style="list-style-type: none"> <li>• <b>Use all the class time.</b> Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others.</li> <li>• <b>Come prepared.</b> Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class.</li> <li>• <b>Respect others.</b> Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately.</li> <li>• <b>Use electronic devices only for class purposes.</b> Engage with your classmates and the instructor without technological distractions.</li> </ul>
<p><b>CCSJ Student Honor Code</b></p>	<p>This course asks students to reaffirm the CCSJ Student Honor Code: I, as a student member of the Calumet College academic community, in</p>

	<p>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>Doing Your Own Work</b>	<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>
<b>Sharing Your Class Experience</b>	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
<b>Withdrawing from Class</b>	<p>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.</p>

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	<p>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></p>
<b>Student Success Center</b>	<p>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.</p>
<b>Disability Services</b>	<p>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.</p>
<b>Student Assistance Program</b>	<p>Through a partnership with <b>Crown Counseling</b>, 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</p>

	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> .
<b>CCSJ Alerts</b>	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> .

## Spring 2020 Course Schedule

<b><u>Week 1</u></b> Mon. 1/13	Welcome and Introductions Overview of Syllabus and Class Expectations
Wed. 1/15	Chapters 1 (Speaking in Public) and 4 (Giving Your First Speech) <b>Introductory (Object) Speech Assignment</b>
<b><u>Week 2</u></b> Mon. 1/20	<b>Martin Luther King, Jr. Holiday</b>

Wed. 1/22	<b>Introductory (Object) Speeches</b>
<b>Week 3</b> Mon. 1/27	Chapters 2 (Ethics) and 3 (Listening) <b>Soapbox Mini-Speech Assignment</b>
Wed. 1/29	<b>Test I - Chapters 1-2-3-4</b> <b>Soapbox Mini-Speeches</b> (part one)
<b>Week 4</b> Mon. 2/3	Chapters 15 (Speaking to Inform) and 5 (Selecting Topic/Purpose) <b>Soapbox Mini-Speeches</b> (part two)
Wed. 2/5	Chapters 9 (Organizing the Body) and 10 (Beginning/Ending)
<b>Week 5</b> Mon. 2/10	<b>Test II – Chapters 15-5-9-10</b>
Wed. 1/12	Chapters 13 (Delivery) and 14 (Visual Aids) <b>Teacher Mini-Speech Assignment</b>
<b>Week 6</b> Mon. 2/17	<b>Teacher Mini-Speeches</b> Informative Speech topics and begin speech outlines
Wed. 2/19	Chapters 7 (Gathering Materials) and 11 (outlining)
<b>Week 7</b> Mon. 2/24	<b>Test III – Chapters 13-14-7-11</b>
Wed. 2/26	<b>Informative Speeches I</b> (preliminary)
<b>Week 8</b> Mon. 3/2	<b>Informative Speeches II</b> (preliminary)
Wed. 3/5	Chapters 16 (Speaking to Persuade) and 6 (Analyzing the Audience) <b>Self-Analysis Essay due</b>
<b>Week 9</b> Mon. 3/9	<b>Spring Break!</b>
Wed. 3/11	
<b>Week 10</b> Mon. 3/16	Chapter 12 (Language) and Chapter 8 (Supporting your Ideas) <b>Impromptu Speeches I</b>
Wed. 3/18	<b>Test IV – Chapters 16-6-12-8</b> Audience Analysis Begin Persuasive Outlines
<b>Week 11</b> Mon. 3/23	<b>Humanities Festival</b> – mandatory attendance at five (5) events!
Wed. 3/25	<b>Speech Day @ Blackbox Theatre (mandatory)</b>
<b>Week 12</b> Mon. 3/30	<b>Signature Assignment Taping – Informative Speech</b> (final) Persuasive outlines and research
Wed. 4/1	<b>Signature Assignment Taping – Informative Speech</b> (final) Outlines and research complete
<b>Week 13</b> Mon. 4/6	Chapters 17 (Methods of Persuasion), 19 (Small Groups) and Chapter 18 (Special Occasions) Small Group Formation/Topics

Wed. 4/8	<b>Test V – Chapters 17-19-18</b> Work in Small Groups
<b>Week 14</b> Mon. 4/13	<b>Persuasive Speeches I</b> Small Group Work
Wed. 4/15	<b>Persuasive Speeches II</b> Small Group Work
<b>Week 15</b> Mon. 4/20	<b>Commemorative Assignment</b> Work on Manuscripts Work in Small Groups
Wed. 4/22	Rehearse Commemorative Speeches Work in Small Groups
<b>Week 16</b> Mon. 4/27	<b>Commemorative Speeches</b> Small Group Work
Wed. 4/29	<b>Small Group Presentations</b> Final Words