
Calumet College



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.

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 150D, Public Speaking

Instructor Information:	
Instructor Name	Desila Rosetti
Office Number:	505
Phone Number:	219 508-0976 Cell
Email:	drosetti@ccsj.edu
Office Hours:	7:00-8:30 AM 1:30-3:30 PM Tues/Thurs or by appointment as needed.
Instructor Background: Desila Rosetti is an Asst. Professor teaching in the undergraduate Business Program. She has over 35 years of executive management training and development experience specializing in the areas of management development, quality improvement, strategic planning and human resources. She has a bachelor's degree from Purdue University and a Masters from the University of Notre Dame. She is a past president for the Indiana Association for Healthcare Quality, past chair of the Special Interest Groups for the National Association for Healthcare Quality, is a Certified Professional in Healthcare Quality, a Certified Training Consultant, a past examiner for the Indiana State Quality Award, past president of the Northwest Indiana Society of Human Resource Managers, past board member of the Society of Human Resources State Council, past board member of the Valpo Chamber, past member of the conference planning committee for the State SHRM Council, past member of the education committee of the Northwest Indiana Business Roundtable, Board of Directors, Porter County Community Foundation, board member of the Small Business Development Center (SBDC), and board member for the Center for Creativity. She is also President and Founder, of Organizational Development Solutions, Inc. a training and consulting company located in Northwest Indiana.	

Course Information:	
Course Time:	12:00-1:30 Tuesday and Thursday
Classroom:	264
Prerequisites:	none
Required Books and Materials:	The Art of Public Speaking Stephen Lucas 12 th Edition
Learning Outcomes / Competencies:	
<p><i>This course meets the following objectives:</i> Students in this course will...</p> <ul style="list-style-type: none"> • use vocal variety in rate, pitch, and intensity (volume) to heighten and maintain interest appropriate to the audience and occasion • use pronunciation, grammar, and articulation appropriate to the audience and occasion • demonstrate physical behaviors that support his or her message • evaluate speech performances according to the well-established criteria • 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. <p><i>The course also reinforces the following General Education Program objectives:</i> Students in this course will...</p> <ul style="list-style-type: none"> • write in a variety of forms using valid logic; persuasive rhetoric; and correct grammar, usage, and punctuation. • 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. • 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. <p>This course meets Calumet College of St. Joseph's Signature Assignment requirement to demonstrate fundamental competency in written and/or oral communications.</p>	
Course Description: 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.)	
Learning Strategies	
<ul style="list-style-type: none"> • Text readings • Quizzes and tests on assigned readings and speeches. • Homework assignments for speech preparation and application of reading/classroom work • YouTube video or practice speech • Lectures and discussions pertaining to the structure and its application • Non-graded impromptu speeches • Minimum of 8 graded speeches 	
Experiential Learning Opportunities:	
Students will have many opportunities to speak in class. A variety of speech will be given.	

Assessments:	
Major Assignments:	<ol style="list-style-type: none"> 1. All sections will do at least one extemporaneous speech. You will be responsible for 7 additional speeches. 2. Prepare an information speech using research to be delivered between midterms and finals. The speech will include the use of research and of some created visual aid and last from 5-7 minutes. It may culminate with a question and answer session that will be part of its assessment. 3. Students will complete a written outline for the researched Informative speech. 4. The Standard Oral Communications Rubric will be used to evaluate the researched informative speech. 5. The Standard Oral Communications Rubric will also be used throughout the semester to prepare students for its use on the researched Informative speech. <p>Signature Assignment Because EWPC 150 is a competency-based course, students are required to demonstrate proficiency in oral communication. Students' Informative Speech will be video recorded and evaluated by the instructor using the General Education Program "Rubric for Oral Communication Across the Core Curriculum." The General Education Program requires that students enrolled in EWPC 150 achieve a score of at least 11 on this rubric to demonstrate college-level proficiency in oral communication. <i>If students do not achieve a passing score, they will fail the course.</i></p>
Assessments:	A series of speeches, quizzes, tests, homework will be utilized throughout the semester as well as class discussion.
Class Participation:	Points will be assigned on a daily basis based on attendance and class participation as well as knowledge of the reading material assigned.
<p>Grading Scale: 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</p> <p>Student performance in this course will be evaluated using the weighted grading system described herein. Students can track their current grade in Blackboard</p> <p><u>1. Written Assignments:</u> <i>Students will complete a variety of homework and in-class assignments. Some will assess if students have completed the assigned readings, understood vocabulary, and can articulate key concepts. Others will require application of material that has been read and discussed in detail in class such as speech outlines and refencing research. Total percentage for written assignments: 20%</i></p> <p><u>2. Tests/Quizzes:</u> <i>All quizzes and tests will be announced. Total percentage for assessments: 20%</i></p> <p><u>3. Speeches/Speaking:</u> <i>Students are to be present and prepared for all speeches or speaking assignments. If students missed their assigned speech day their grade will be affected by each absence. Total percentage of grade for speaking: 45%</i></p>	

4. Attendance and Participation:

Regular attendance is required to succeed in this course. Students are expected to arrive on time, attend the entire class, and participate during class. Each absence will reduce students' attendance grade. Total percentage for attendance and participation 15% (see speeches above)

*NOTE: University policy permits absences for **athletic competition** (i.e., not practice, meetings, etc.) provided that 48 hours advance notice is provided in writing (e.g., by email) to the instructor. Absences for any other reasons will not be excused.*

Course Schedule

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

Week 1	Welcome and discussion of syllabus Introduction speech of classmates - Icebreaker Discussion of rubrics Self Assessment Chapter 1 and 4 and assignments Overview of TYPES of speeches 2 minute speech assignment
Week 2	2 Minute Speeches -Self Introductions: Intro, body, conclusion-TAPED Chapter 3 and assignment
Week 3	Test chapters 1 3 4 Networking and Introductions Chapters 5 Choosing a topic Assignment: Choosing Topic
Week 4	Chapter 11 Outlining the Speech Chapter 9 Organizing the body of the speech Assignment: Outlining speeches Test 5 9 11
Week 5	Chapter 6 Analyzing the Audience Assignment: Analyzing the Audience Chapter 10 Introductions and conclusions
Week 6	Chapter 13 Delivery Book Reads Chapter 14 Using AV One Slide
Week 7	Test chapters 6 10 13 14 Chapter 15 Information speeches Assignment: Information topics and speech outlines
Week 8	Spring Break

Responsibilities

Your instructor reserves the right to change this schedule to meet the needs of the class.

Attending Class	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
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	<p>classroom and laboratories. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <ol style="list-style-type: none"> 1. Attendance is taken at the beginning of each class period. If you are late, you are counted absent. As per the student handbook, students can be dropped for 3 unexcused absences. 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. Based on the work missed, I will identify how the work should be completed. 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. 4. Attendance when others are speaking is mandatory. You will have points assigned and assignments that day as well.
<p>Turning In Your Work</p>	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p>Class Policy for Assignments</p> <ol style="list-style-type: none"> 1. Reading assignments should be completed before class meets. Points maybe deducted if student continues to not follow directions. 2. In class quizzes will be utilized if reading is not being done. A quiz will be given first 10 minutes of class. There are no make ups if quizzes are missed without MD excuse or in case of team travel. 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. 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. 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. <p>Participation in class is required. Intelligent, respectful conversation is expected.</p>
<p>Meeting Standards for Classroom Behavior</p>	<ul style="list-style-type: none"> • Use all the class time. 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. • Come prepared. 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. • Respect others. Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately.

	<ul style="list-style-type: none"> • Use electronic devices only for class purposes. Engage with your classmates and the instructor without technological distractions. • Management of the classroom is the instructor responsibility. If the instructor feels a student’s behavior is unacceptable based on expectations discussed in class. The instructor will ask the student to leave the class and can ask for the student to be removed from class.
CCSJ Student Honor Code	<p>This course asks students to reaffirm the CCSJ Student 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"> • Continuously embrace honesty and curiosity in the pursuit of my educational goals; • Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; • Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; • Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Doing Your Own Work	<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 http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</p> <p>PLEASE NOTE: All papers may be electronically checked for plagiarism.</p>
Sharing Your Class Experience	<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>
Withdrawing from Class	<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>

Resources	
CCSJ Book Rental Program	<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 http://www.ccsj.edu/bookstore. 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.</p>
Student Success Center	<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</p>

	students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library.
Disability Services	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.
Student Assistance Program	Through a partnership with Crown Counseling , 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, contact Kerry Knowles SAP Counselor , at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org .
CCSJ Alerts	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: http://www.ccsj.edu/alerts/index.html .